

ARTICLE V

GENERAL PROVISIONS

The provisions set forth in this and all other Articles of this Act are limitations on the appropriations made in this Act. It is the purpose of the Legislature in enacting this bill only to appropriate funds and to restrict and limit by its provisions the amount and conditions under which the appropriations can be expended.

PROVISIONS RELATING TO THE POSITION CLASSIFICATION PLAN

Section 1. Except as otherwise specifically provided in this Act, expenditures of appropriations for the salaries of employees in classified positions in all affected agencies named in Article I, II, III and the Central Education Agency and Schools for the Deaf and Blind in Article IV of this Act, shall be governed by and be in conformity with the provisions of this Section, including the following list of position classification numbers, position titles, salary group allocations, and rates of pay in classification salary schedules hereinafter provided. As used with respect to salary ranges, "minimum" means the lowest rate in a salary range; "midpoint" means the rate designated as Step 4; and "maximum" means the rate designated as Step 8.

DETAILED LISTING OF ALL CLASSIFIED POSITIONS

Class Number	Position Title	Salary Group
0005	Switchboard Operator	03
0008	Switchboard Operator Supervisor	05
0011	Messenger	02
0051	Clerk I	02
0053	Clerk II	04
0055	Clerk III	06
0061	Clerical Supervisor I	06
0063	Clerical Supervisor II	07
0065	Clerical Supervisor III	09
0067	Clerical Supervisor IV	11
0103	Clerk Typist I	03
0106	Clerk Typist II	04
0126	Stenographer I	04
0127	Stenographer II	05
0128	Stenographer III	06
0131	Secretary I	04
0133	Secretary II	05
0135	Secretary III	07
0137	Legal Secretary	09
0138	Administrative Secretary	09
0139	Personal Secretary to the Governor	12
0141	Hearings Reporter I	10
0142	Hearings Reporter II	12
0151	Varitype Operator	06
0161	Teletype Operator	05
0201	Key Entry Operator I	04
0203	Key Entry Operator II	06
0205	Key Entry Operator III	08
0211	Key Entry Supervisor I	09
0213	Key Entry Supervisor II	11
0221	ADP Equipment Operator I	07
0223	ADP Equipment Operator II	09
0225	ADP Equipment Operator III	11
0227	ADP Equipment Operator IV	14

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

0231	ADP Supervisor I	12
0232	ADP Supervisor II	14
0233	ADP Supervisor III	16
0234	ADP Supervisor IV	18
0239T	ADP Programmer Apprentice	12
0240	ADP Programmer I	14
0241	ADP Programmer II	16
0242	ADP Programmer III	18
0243	ADP Programmer IV	20
0244	ADP Record Control Clerk I	05
0245	ADP Record Control Clerk II	07
0246	ADP Record Control Clerk III	09
0247	Magnetic Tape Librarian	08
0251	Programmer Analyst I	18
0252	Programmer Analyst II	20
0253	Programmer Analyst III	21
0260	Systems Analyst I	16
0262	Systems Analyst II	18
0264	Systems Analyst III	20
0266	Systems Analyst IV	21
0273	Assistant Director of ADP	21
0274	Director of ADP I	19
0275	Director of ADP II	21
0306	Duplicating Machine Operator I	05
0308	Duplicating Machine Operator II	08
0309	Reproduction Equipment Operator I	09
0310	Reproduction Equipment Operator II	11
0311	Reproduction Equipment Operator III	13
0316	Reproduction Equipment Supervisor I	12
0317	Reproduction Equipment Supervisor II	14
0318T	Reproduction Equipment Supervisor III	16
0325	Bindery Technician	04
0326	Bookbinder	07
0327	Binder Supervisor	11
0351	Darkroom Technician	04
0361	Photographer I	10
0363	Photographer II	12
0365	Photographer III	14
0367	Photographer IV	16
0382	Laminator Operator	07
0384	Laminator Supervisor	10
0401	Deputy Clerk, Court of Civil Appeals	07
0411	Deputy Clerk, Court of Criminal Appeals	09
0421	Deputy Clerk, Supreme Court	09
0515	Planning Assistant	16
0516	Planner I	17
0517	Planner II	19
0518	Planner III	20
0519	Planner IV	21
0520	Director, Program Planning	21
1001	Accounting Clerk I	04
1002	Accounting Clerk II	06
1003	Accounting Clerk III	08
1046	Assistant Division Director, State Comptroller	20
1052	Hearings Examiner III	19
1053	Hearings Examiner II	17
1054	Hearings Examiner I	14
1056	Prehearing Examiner, Industrial Accident Board	20
1059	Taxpayer Compliance Officer I	11
1060	Taxpayer Compliance Officer II	12
1061	Taxpayer Compliance Officer III	14
1063	Taxpayer Compliance Supervisor I	16
1064	Taxpayer Compliance Supervisor II	17
1065	Regional Manager, Field Operations Division	20

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

1081	Accounts Examiner I	11
1082	Accounts Examiner II	13
1083	Accounts Examiner III	15
1084	Supervising Auditor I	18
1085	Supervising Auditor II	20
1087	Supervising Accounts Examiner	17
1088	Auditor I	12
1089	Auditor II	14
1090	Auditor III	16
1091	Assistant State Auditor I	13
1092	Assistant State Auditor II	15
1093	Assistant State Auditor III	17
1097	Supervising Assistant State Auditor I	19
1098	Supervising Assistant State Auditor II	21
1101	Insurance Examiner I	12
1102	Insurance Examiner II	14
1103	Insurance Examiner III	16
1107	Insurance Examiner IV	18
1108	Insurance Examiner V	19
1114	Assistant Chief Insurance Examiner	20
1115	Chief Insurance Examiner	21
1121	Experience Rating Supervisor	12
1136	Assistant Director, Registration Division	21
1138	Assistant Director, Enforcement Division	21
1139	Director, Institutional Registration Division	21
1140	Dealer Registration Director	17
1141	Securities Investigator	15
1142	Senior Examiner	19
1144	Supervising Analyst	19
1145	Securities Analyst	15
1146	Senior Analyst	17
1147	Supervising Examiner	20
1150	Budget Examiner I	14
1151	Budget Examiner II	17
1152	Budget Examiner III	19
1153	Chief Budget Examiner	21
1157	Budget Analyst	19
1161	Accountant I	11
1162	Accountant II	13
1163	Accountant III	16
1164	Chief Accountant I	17
1165	Chief Accountant II	19
1166	Chief Accountant III	20
1168	Fiscal Director	19
1169	Director of Finance	20
1180	Assistant Investment Officer	21
1191	Receiver, General Land Office	12
1203	Director of School Audits	21
1206	Assistant Director of Auditing	19
1207	Director of Auditing	21
1208	Director of Accounting	21
1209T	Management Audit Assistant	14
1211T	Management Auditor I	15
1213T	Management Auditor II	17
1215T	Supervising Management Auditor	19
1217T	Management Audit Director	21
1223	Director, Depository Division, Treasury Department	18
1225	Director, Stamp Tax Division, Treasury Department	18
1227	Director of Warrant Division, Treasury Department	18
1236	Production Analyst	11
1300	State Program Officer	15
1301	State Technical Operations Officer	14
1302	Emergency Information Planner	14
1303	Regional Liaison Officer	14

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

1308	State Operations Officer	15
1313	Emergency Resources Management Officer	16
1314	Emergency Resources Planning Officer	16
1327	Deputy State Coordinator	17
1329	State Coordinator, Defense and Disaster Relief	21
1355	Governor's Clemency Assistant	12
1501	Administrative Technician I	08
1502	Administrative Technician II	11
1503	Administrative Technician III	13
1504	Administrative Technician IV	15
1513	Office Services Supervisor I	06
1514	Office Services Supervisor II	09
1515	Office Services Supervisor III	12
1516	Research Assistant I	11
1517	Research Assistant II	13
1518	Director of Research	19
1520	Office Systems Specialist	18
1549	Director of Records Service	18
1550	Staff Services Assistant	16
1551	Staff Services Officer I	19
1552	Administrator of Technical Programs I	17
1553	Staff Services Officer II	20
1554	Chief of Staff Services	21
1555	Administrator of Technical Programs II	19
1556	Assistant Chief of Special Programs	18
1557	Director of Programs	20
1558	Special Project Director	21
1559	Director, Special Programs	21
1561	Operations Director I	19
1562	Operations Director II	20
1568	Staff Development Specialist I	17
1569	Staff Development Specialist II	19
1570	Staff Development Specialist III	21
1576	Time Distribution Specialist I	13
1577	Time Distribution Specialist II	15
1581	Methods and Procedures Specialist	16
1582	Technical Writer	15
1584	Administrative Procedures Technician	16
1645	Assistant Executive Secretary, VLB	18
1648	Secretary to Commissioner, Water Rights Commission	15
1656	Director of Business Management	18
1657	Business Manager I	17
1658	Business Manager II	19
1659	Business Manager III	21
1660	Service Contract Agent	13
1662	Contracting Agent, NGAB	11
1701	Personnel Clerk I	04
1702	Personnel Clerk II	06
1703	Personnel Clerk III	08
1711	Personnel Assistant I	11
1712	Personnel Assistant II	13
1721	Position Classification Analyst I	14
1722	Position Classification Analyst II	17
1724	Assistant Classification Officer	19
1726	Personnel Technician	16
1727	Personnel Management Specialist	18
1731	Personnel Officer I	15
1732	Personnel Officer II	16
1733	Personnel Officer III	17
1740	Department Adjutant	18
1749	Assistant Personnel Director	16
1750	Personnel Director I	18
1751	Personnel Director II	19
1755	Director, Personnel and Staff Development	21

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

1763	Training Officer	15
1765	Training Specialist	14
1766	Director of Training and Staff Development	19
1767	Assistant Director of Training	15
1768	Director of Training	17
1770	Director, Military Operations and Training	18
1781	Test Technician I	12
1782	Test Technician II	14
1787	Assistant Director, Joint Merit System Council	19
1789	Director, Joint Merit System Council	21
1801	Statistical Clerk I	04
1802	Statistical Clerk II	06
1803	Statistical Clerk III	08
1805	Land Inventory and Classification Analyst	12
1807	Nosologist I, Department of Health Resources	08
1808	Nosologist II, Department of Health Resources	10
1810T	Assistant Director, Vital Statistics	21
1811	Statistician I	09
1812	Statistician II	12
1813	Statistician III	15
1815	Rate Statistician	17
1816	Assistant Director, Reports and Statistics	17
1817	Director, Reports and Statistics	19
1818	Assistant Chief, Manpower Data Analysis and Research	18
1819	Chief, Manpower Data Analysis and Research	21
1822	Director, Research Analysis and Statistics	21
1831	Traffic Recorder I	05
1832	Traffic Recorder II	06
1833	Traffic Recorder III	08
1834	Traffic Recorder IV	10
1841	Analyst Traffic Survey	06
1845	Traffic Survey Supervisor	14
1853	Manager, Urban Traffic Studies	17
1854	Road Life and Fiscal Manager	18
1855	Assistant Traffic Manager	16
1858	Traffic Manager	18
1861	Coordinator, Informational Media	18
1868	Chief of Community Relations	19
1869	Chief of Media Relations	19
1871	Field Records Analyst	09
1873T	Exhibit Technician I	10
1874T	Exhibit Technician II	12
1875T	Exhibit Technician III	14
1881	Travel Counselor I	03
1882	Travel Counselor II	05
1889	Supervisor, Instructional Media Laboratory	16
1890	Journalist I	10
1891	Journalist II	12
1892	Information Specialist I	14
1893	Information Specialist II	16
1894	Museum Attendant	02
1895	Museum Curator	15
1896	Museum Field Consultant	14
1897	Industrial Development Specialist	19
1898	Research and Information Specialist	21
1899	Educational Writer	16
1901	Stock Clerk I	02
1902	Stock Clerk II	04
1903	Stock Clerk III	06
1906	Methods Analyst	14
1911	Warehouse Supervisor	09
1915	Warehouse Superintendent	12
1925	Property Inventory Clerk I	03
1926	Property Inventory Clerk II	06

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

1929	Property Supervisor	09
1931	Property Manager	14
1932	Military Property Auditor	11
1934	Military Property Survey Officer	13
1938	Inspector General	18
1940	Purchasing Clerk	10
1941	Purchaser I	13
1942	Purchaser II	16
1943	Purchaser III	19
1944	Senior Buyer	21
1946	Purchasing and Supply Officer I	12
1947	Purchasing and Supply Officer II	14
1951	Purchases Inspector I	11
1952	Purchases Inspector II	14
1953	Purchasing and Supply Officer III	16
1955	Chief, Inspection and Value Analysis Division	18
1958	Specifications Chief	18
1960	Specifications Technician I	14
1961	Specifications Technician II	17
1963	Procurement Specialist, Highway Department	15
1964	Assistant Director, Equipment and Procurement Division	18
1978	Property Acquisition Specialist	14
1979	Purchasing Specialist	15
1980	Chief, Purchasing and Supply Services	18
1981	Economist Assistant I	12
1983	Economist Assistant II	14
1985	Economist I	16
1986	Economist II	18
1987	Economist III	20
1988	Revenue Analyst	19
1989	Chief Revenue and Economic Analyst	20
2000	Draftsman I	08
2001	Draftsman II	12
2002	Draftsman III	15
2005	Superintendent, Graphic Arts	15
2009	Illustrator I	09
2010	Illustrator II	12
2071	Manufacturing Process and Plant Inspector	15
2081	Material Analyst I	06
2082	Material Analyst II	09
2083	Material Analyst III	14
2096	Chief, Mineral Section	16
2097	Inspector, Bureau of Labor Statistics	12
2098	Director of Exploration and Development	18
2099	Chief Boiler Inspector	15
2100	Chief of Mobile Home Inspection	15
2101	Safety Instructor, Highway Department	15
2105	District Safety Coordinator, Highway Department	13
2117	Engineering Aide I	02
2118	Engineering Aide II	04
2119	Engineering Aide III	06
2120	Engineering Aide IV	08
2121	Engineering Technician I	08
2122	Engineering Technician II	10
2123	Engineering Technician III	12
2124	Engineering Technician IV	14
2125	Engineering Technician V	16
2151	Engineering Assistant I	14
2153	Engineering Assistant II	15
2155	Engineering Assistant III	16
2156	Engineer I	17
2158	Engineer II	18
2159	Superintendent of Utilities	20
2160	Engineer III	19

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

2162	Engineer IV	20
2164	Engineer V	21
2251	Architect Assistant I	14
2253	Architect Assistant II	15
2256	Architect I	17
2258	Architect II	18
2260	Architect III	19
2262	Architect IV	20
2264	Architect V	21
2270	Restoration Consultant	19
2351	Geologist Assistant I	14
2353	Geologist Assistant II	15
2356	Geologist I	17
2358	Geologist II	18
2360	Geologist III	19
2362	Geologist IV	20
2364	Geologist V	21
2366	Chief of Building Engineering and Management	21
2451	Landscape Architect Assistant I	14
2453	Landscape Architect Assistant II	15
2456	Landscape Architect I	17
2458	Landscape Architect II	18
2460	Landscape Architect III	19
2462	Landscape Architect IV	20
2464	Landscape Architect V	21
2489	City Planner Consultant	20
2551	Hydrologist Assistant I	14
2553	Hydrologist Assistant II	15
2556	Hydrologist I	17
2558	Hydrologist II	18
2560	Hydrologist III	19
2562	Hydrologist IV	20
2564	Hydrologist V	21
2661	Chemist I	11
2662	Chemist II	13
2663	Chemist III	15
2664T	Chemist IV	17
2665T	Chemist V	19
2667T	Chemist VI	21
2671	Chemist Toxicologist I	16
2672	Chemist Toxicologist II	17
2673T	Chemist-Toxicologist III	18
2675	Supervisor, Toxicology Laboratory	19
2681	Industrial Safety Director	15
2700	Insurance Rater I	09
2703	Insurance Rater II	10
2705	Insurance Rater III	12
2709	Insurance Rater IV	14
2722	Insurance Risk Classification Specialist	12
2745	Fire Prevention Education Specialist	10
2746	Fire and Safety Officer	15
2761	Fire Inspector I	14
2762	Fire Inspector II	16
2763	Fire Inspector III	18
2771	Insurance Investigator I	10
2772	Insurance Investigator II	14
2775	Insurance Investigator III	16
2776	Arson Investigator	16
2781	Hearings Officer, Board of Insurance	20
2800	Actuary I	19
2802	Actuary II	20
2804	Actuary III	21
2815	Real Estate Appraiser	16
2816	Supervising Real Estate Appraiser	18

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

2824	Insurance Technician I	10
2825	Insurance Technician II	12
2826	Insurance Technician III	14
2827	Insurance Technician IV	16
2828	Insurance Technician V	18
2875	Insurance Supervisor I	12
2876	Insurance Supervisor II	14
2877	Insurance Supervisor III	16
2878	Insurance Supervisor IV	17
2879	Insurance Supervisor V	18
2880	Insurance Director I	19
2883	Insurance Director II	20
2885	Insurance Director III	21
2907	Assistant Director, Insurance Division, Highway Department	17
2910	Retirement Analyst I	08
2911	Retirement Analyst II	10
2912	Retirement Analyst III	12
2913	Death and Disability Claims Examiner	08
2914	Supervisor of Retirement Division	14
2916	Teacher Retirement Field Representative	15
3001	Interviewing Clerk	05
3003	Youth Program Supervisor	16
3005	Employment Interviewer I	10
3006	Employment Interviewer II	11
3007	Employment Interviewer III	12
3011	Supervising Interviewer	13
3014	Farm Placement Interviewer I	07
3015	Farm Placement Interviewer II	10
3021	Employment Counselor I	12
3022	Employment Counselor II	14
3023	Employment Counselor III	15
3026	Employment Specialist	12
3031	Veterans Employment Representative I	12
3032	Veterans Employment Representative II	13
3035	Minority Groups Representative	17
3036	Employment Security Labor Representative	15
3041	Employment Supervisor I	14
3042	Employment Supervisor II	15
3051	Employment Security Office Manager I	13
3052	Employment Security Office Manager II	14
3053	Employment Security Office Manager III	15
3054	Employment Security Office Manager IV	16
3061	Employment Security Field Assistant	15
3071	Employment Security Assistant District Director	17
3081	Employment Security District Director I	19
3082	Employment Security District Director II	20
3101	Employment Technician I	13
3102	Employment Technician II	14
3103	Employment Technician III	16
3108	Supervisor of Technical Services	17
3111	Farm Placement Specialist I	15
3112	Farm Placement Specialist II	16
3117	Assistant Chief of Rural Manpower Services	18
3119	Chief of Rural Manpower Services	21
3121	Placement Specialist I	15
3122	Placement Specialist II	16
3123	Supervisor, Placement Field Services	17
3127	Assistant Chief of Placement, TEC	18
3129	Chief of Placement, TEC	21
3131	Employment Research Specialist	16
3133	Manpower Training Specialist	14
3134	Manpower Training Coordinator	17
3135	District Trainer I	13
3136	District Trainer II	14

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

3141	Labor Market Analyst I	12
3142	Labor Market Analyst II	13
3143	Labor Market Analyst III	15
3148	Supervising Labor Market Analyst	16
3151	Unemployment Insurance Claims Examiner I	10
3152	Unemployment Insurance Claims Examiner II	12
3153	Unemployment Insurance Claims Examiner III	13
3158	Supervising Unemployment Insurance Claims Examiner	14
3171	Unemployment Insurance Specialist I	15
3172	Unemployment Insurance Specialist II	16
3174	Supervisor, Unemployment Insurance Field Service	17
3177	Supervisor, Non-Monetary Determinations	15
3184	Unemployment Insurance Supervisor	17
3190	Appeals Referee I, TEC	14
3191	Appeals Referee II, TEC	15
3192	Appeals Referee III, TEC	17
3193	Assistant Supervisor of Appeals, TEC	18
3194	Supervisor of Appeals, TEC	20
3195	Unemployment Tax Supervisor, TEC	16
3196	Unemployment Tax Collector Supervisor, TEC	15
3197	Assistant Chief of Unemployment Insurance, TEC	18
3198	Chief of Unemployment Insurance, TEC	21
3199	Assistant Chief of Tax, TEC	18
3200	Chief of Tax, TEC	21
3201	Deputy Assistant Administrator	21
3203	Chief of Special Programs, TEC	21
3206	Premises Specialist	14
3207	Assistant Supervisor of Premises, TEC	17
3208	Supervisor of Premises	19
3211	Unemployment Tax Specialist I	15
3212	Unemployment Tax Specialist II	16
3214	Supervisor, Unemployment Tax Field Service	17
3218	Civil Defense Manpower Specialist	14
3221	Employment Security Program Advisor	19
3401	Inspector, Boxing and Wrestling Laws	08
3411	Supervisor, Boxing and Wrestling Laws	13
3421	Investigator, Labor Laws	11
3425	Supervising Inspector	16
3428	Director of Employment Agencies	16
3430	Regional Manager	17
3451	Inspector I, Labor and Standards	10
3452	Inspector II, Labor and Standards	12
3453	Inspector III, Labor and Standards	14
3461	Investigator I, Labor and Standards	10
3462	Investigator II, Labor and Standards	12
3463	Investigator III, Labor and Standards	14
3470	Nuclear Power Plant Inspector	18
3471	Pressure Vessel Plant Inspector	16
3501	Legal Examiner	21
3510	Director of Hearings	21
3511	Assistant Director of Hearings	19
3513	Assistant Attorney General I	15
3514	Assistant Attorney General II	17
3515	Assistant Attorney General III	18
3516	Assistant Attorney General IV	19
3531	Attorney I	14
3532	Attorney II	15
3533	Attorney III	17
3534	Legal Clerk I	14
3535	Legal Clerk II	15
3536	Legal Clerk III	17
3537	Legal Clerk IV	18
3538	Legal Clerk V	19
3539	Legal Clerk VI	21

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

3605	Legal Counselor	19
3606	Assistant General Counsel	18
3607	General Counsel	21
3613	Charter Examiner	16
3618	Director, Charter Division	18
3621	Appraiser I	12
3622	Appraiser II	13
3623	Appraiser Supervisor	16
3624	Veterans Consultant	12
3637	Legal Consultant, Department of Health Resources	19
3643	Investigator	12
3647	Assistant Chief Examiner, Water Rights Commission	20
3701	Right of Way Appraiser I	13
3702	Right of Way Appraiser II	15
3705	Right of Way Appraiser III	19
3721	Right of Way Agent I	12
3722	Right of Way Agent II	14
3723	Right of Way Agent III	16
3726	Right of Way Agent IV	18
3741	Right of Way Utility Agent I	11
3742	Right of Way Utility Agent II	13
3743	Right of Way Utility Agent III	16
3746	Right of Way Utility Agent IV	18
3754	Right of Way Research Administrator	18
3776	Senior Investigator-Examiner	17
3780	Right of Way Attorney I	14
3781	Right of Way Attorney II	15
3783	Right of Way Attorney III	19
3790	Right of Way Disbursement Assistant I	12
3791	Right of Way Disbursement Assistant II	13
3797	Superintendent of Contracts	18
3800	Collection Officer	13
3801	Claims Representative	15
4001	Nutritionist I	11
4002	Nutritionist II	13
4003	Nutritionist III	15
4004	Nutritionist IV	18
4005	Nutritionist V	20
4021	Medical Records Clerk	06
4024	Supervising Clerk, Medical Registry	09
4029	Staff Psychologist, Department of Health Resources	16
4033	Consultant Psychologist, Department of Health Resources	18
4041	Visual Education Specialist	11
4045	Production Consultant, Health Education Aids	13
4051	Instructor, Public Health Education	11
4052	Specialist, Child Health I	15
4053	Specialist, Child Health II	17
4054	Specialist, Child Health III	19
4055	Health Program Specialist I, Department of Health Resources	17
4056	Health Program Specialist II, Department of Health Resources	19
4060	Environmental Health Specialist I	11
4061	Environmental Health Specialist II	13
4062	Environmental Health Specialist III	15
4063	Environmental Health Specialist IV	17
4064	Environmental Health Specialist V	19
4065	Environmental Health Specialist VI	21
4070T	Public Health Technician I	11
4072T	Public Health Technician II	13
4074T	Public Health Technician III	15
4076T	Public Health Technician IV	17
4091	Assistant Director, Crippled Childrens Division, Department of Health Resources	21

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

4108	Sanitation Inspector I	07
4109	Sanitation Inspector II	11
4111	Sanitarian I	11
4112	Sanitarian II	13
4113	Sanitarian III	15
4114	Sanitarian IV	17
4115	Chief Sanitarian	19
4121	Meat Inspector I	08
4122	Meat Inspector II	11
4123	Meat Inspector III	13
4124	Veterinarian I	17
4125	Veterinarian II	19
4127	Veterinarian III	21
4136	Assistant Director, Food and Drug Division	20
4141	Inspector I	09
4142	Inspector II	11
4143	Inspector III	13
4152	Director, Bedding Division, Department of Health Resources	21
4158T	Consultant Hospital Administration I	17
4159T	Consultant Hospital Administration II	19
4160T	Consultant Hospital Administration III	21
4161	Medical Program Consultant	17
4174	Assistant Director, Nursing and Convalescent Homes	21
4191	Investigator, Medical Practices I	13
4192	Investigator, Medical Practices II	15
4194	Investigator Dental-Medical Practice	16
4195	Assistant Executive Director, Dental Board	21
4199	Investigator, Dental Board	16
4201	Laboratory Worker	02
4203	Laboratory Assistant I	03
4204	Laboratory Assistant II	05
4206	Laboratory Technician I	07
4207	Laboratory Technician II	09
4209	Cytotechnologist (ASCP)	09
4211	Rabies Laboratorian	12
4215	Medical Technologist Trainee	03
4216	Medical Technologist I (ASCP)	12
4217	Medical Technologist II (ASCP)	15
4218	Medical Technologist III (ASCP)	18
4219T	Microbiologist I	11
4220T	Microbiologist II	13
4221T	Microbiologist III	15
4222T	Microbiologist IV	17
4223T	Microbiologist V	19
4224T	Microbiologist VI	21
4227	Entomologist I	12
4228	Entomologist II	15
4229	Entomologist III	18
4231	Division Supervisor, Entomology	20
4255	Supervisor, Media and Glassware, DHR	15
4257	Laboratory Consultant	18
4261	Laboratory Veterinarian	18
4289	X-Ray Trainee	02
4290	X-Ray Assistant	03
4291	X-Ray Technician I	06
4292	X-Ray Technician II	08
4293	X-Ray Technician III	11
4298	Electroencephalograph Technician	09
4313	Occupational Therapist I	11
4314	Occupational Therapist II	14
4326	Registered Physical Therapist	13
4348	Therapy Technician Student	02
4349	Therapist Technician Assistant	04
4350	Therapist Technician I	05

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

4351	Therapist Technician II	07
4352	Therapist Technician III	09
4354	Registered Therapist I	11
4355	Registered Therapist II	13
4356	Registered Therapist III	15
4358	Supervisor of Rehabilitation Therapies	17
4370T	Medical Aide I	02
4371	Administrative Assistant	17
4372T	Medical Aide II	04
4373T	Medical Aide III	05
4376T	Medical Aide IV	07
4377T	Medical Technician I	09
4378T	Medical Technician II	11
4379T	Medical Technician III	13
4384	Nurse I	11
4385	Nurse II	13
4386	Nurse III	15
4387	Nurse IV	18
4388	Nurse V	20
4389	Assistant Director, Departmental Nursing	21
4390	MHMR Aide	02
4391	MHMR Services Assistant	03
4392	MHMR Specialist I	04
4393	MHMR Specialist II	05
4394	MHMR Services Supervisor I	06
4395	MHMR Services Supervisor II	07
4401	Psychiatric Security Technician I	03
4402	Psychiatric Security Technician II	05
4403	Psychiatric Security Supervisor	07
4411	Licensed Vocational Nurse I	07
4412	Licensed Vocational Nurse II	09
4413	Medical Assistant I	11
4414	Medical Assistant II	13
4424	Pulmonary Physiology Technician	09
4426	Inhalation Therapist I	07
4427	Inhalation Therapist II	09
4428	Inhalation Therapist III	11
4429	Inhalation Therapist IV	13
4430	Student Nurse	02
4436	Supervisor of Nurses	11
4465	Director, Student Life and Training	18
4466	Assistant Director, Student Life and Training	13
4467	Associate Director of Vocational Nurse Training	15
4468	Director of Vocational Nurse Training	17
4481	Dental Assistant	04
4484	Dental Lab Technician	12
4488	Dental Hygienist I, Department of Health Resources	13
4489	Dental Hygienist II, Department of Health Resources	16
4490	Pharmacist I	15
4491	Pharmacist II	17
4492	Pharmacist III	19
4501	Correctional Officer I	07
4502	Correctional Officer II	09
4503	Correctional Officer III	11
4509	Security Guard	07
4535	Lieutenant of Correctional Officers	13
4536	Captain of Correctional Officers	14
4537	Major of Correctional Officers	15
4550	Assistant Warden	17
4556	Warden I	19
4558	Warden II	21
4607	Assistant Superintendent of Canning Plant	13
4608	Superintendent, Canning Plant	15
4612	Superintendent, Brick Plant	15

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

4617	Assistant Superintendent of Packing Plant	13
4618	Superintendent, Packing Plant	15
4634	Marketing Agent, Department of Corrections	17
4640	Sales Co-ordinator, Department of Corrections	14
4645	Industrial Management Assistant	18
4646	Industrial Supervisor I	11
4647	Industrial Supervisor II	12
4648	Industrial Supervisor III	13
4649	Industrial Supervisor IV	14
4650	Industrial Supervisor V	16
4651	Industrial Supervisor VI	18
4652	Textile Mill Superintendent	18
4658	Superintendent of Gins	15
4667	Assistant Manager, Livestock and Poultry Production	17
4668	Manager, Livestock and Poultry Production	18
4671	Unit Agriculture Supervisor I	12
4672	Unit Agriculture Supervisor II	13
4673	Unit Agriculture Supervisor III	14
4683	Manager, Edible Crops	18
4684	Supervisor, Field Crop Production	18
4685	Farm Manager I	15
4686	Farm Manager II	16
4687	Supply Distribution Coordinator, Department of Corrections	09
4688	Agricultural Planning Engineer, Department of Corrections	15
4702	Assistant Recreation Supervisor	09
4703	Recreations Supervisor	11
4716	Sociologist I	10
4718	Sociologist II	13
4721	Assistant Director, Classification and Records	16
4723	Director of Classification	18
4731	Instructor, Vocational Education	10
4735	Education Consultant	14
4741	Alcoholism Counselor I	13
4742	Alcoholism Counselor II	14
4743	Director of Alcoholism Counseling	13
4744	Supervising Counselor	14
4750	Commissary Clerk	06
4751	Commissary Manager	07
4752	Canteen Manager I	10
4753	Canteen Manager II	13
4754	Coordinator, Canteen Operations	16
5001	Public Welfare Worker I	10
5002	Public Welfare Worker II	11
5003	Public Welfare Worker III	12
5006	Public Welfare Supervisor I	14
5007	Public Welfare Supervisor II	15
5008	Welfare Training Specialist I	16
5009	Welfare Training Specialist II	17
5011	Public Welfare Case Analyst I	14
5012	Public Welfare Case Analyst II	16
5014	Welfare Program Consultant	17
5031	Welfare Program Director I	16
5032	Welfare Program Director II	17
5033	Welfare Program Director III	18
5041	Public Welfare Administrator I	18
5042	Public Welfare Administrator II	19
5043	Public Welfare Administrator III	20
5044	Public Welfare Administrator IV	21
5050	Assistant Director of Program Administration, Public Welfare	21
5055T	Disability Examiner I	15
5057T	Disability Examiner II	16
5059	Rehabilitation Technician I	11
5060	Rehabilitation Technician II	13

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

5061	Disability Determination Officer	16
5062	Vocational Rehabilitation Counselor I	15
5063	Vocational Rehabilitation Counselor II	16
5064	Director, Disability Determination	20
5065	Assistant Director, Vocational Rehabilitation	18
5066	Director, Vocational Rehabilitation	21
5067	Assistant Director, Disability Determination	19
5068	Supervising Counselor	17
5069	Consultant, Physically Handicapped	18
5071	Surplus Commodity Distributor	11
5072	Commodity Distribution Inspector	12
5073	Field Supervisor, Commodity Distribution	14
5076	Assistant Director, Commodity Distribution	17
5079	Director, Commodity Distribution	19
5081	Chaplain I	13
5082	Chaplain II	16
5083	Chaplain III	18
5091	Appeals Analyst, Department of Public Welfare	14
5092	Assistant Appeals Director, DPW	17
5093	Appeals Director, Department of Public Welfare	19
5111	Veterans Service Officer	14
5113	Supervising Veterans Service Officer	16
5116	Assistant Director, Veterans Affairs Commission	17
5118	Rehabilitation Interviewing Clerk	09
5150	Parole Analyst	16
5151	Parole Officer I	13
5152	Parole Officer II	15
5153	Parole Supervisor	17
5163	Institutional Parole Supervisor	16
5165	Parole Staff Supervisor	19
5181	Director, Division of Parole Supervision	21
5198	Youth Activities Supervisor I	07
5199	Youth Activities Supervisor II	08
5200	Youth Activities Supervisor III	09
5201	Houseparent I	06
5203	Houseparent II	08
5205	Director of Recreation	17
5206	Workshop Program Director	18
5210	Director of Cottage Life	13
5211	Caseworker I	09
5212	Caseworker II	12
5213	Caseworker III	15
5214	Chief of Case Work Services	20
5215	Medical Caseworker/Psychiatric Caseworker	18
5216	Caseworker Assistant	06
5238	Dean of Students	13
5240	Assistant Volunteer Coordinator	11
5241	Coordinator for Volunteer Services	15
5242	Assistant Chief Volunteer Services	18
5243	Chief of Volunteer Services	19
5248	Clinical Psychologist Student	03
5249	Clinical Psychologist Intern	05
5250	Psychologist	16
5252	Psychological Assistant	12
5253	Clinical Psychologist	17
5257	Consultant Psychiatric Social Worker, Department of Health Resources	19
5261	Mental Health Research Assistant	14
5266	Research Assistant I, TRIMS	16
5267	Research Assistant II, TRIMS	20
5268	Research Technician I	06
5269	Research Technician II	12
5298	Chief Psychiatric Social Worker	20
5351	Rehabilitation Teacher I	10

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

5352	Rehabilitation Teacher II	12
5354	Rehabilitation Caseworker	14
5358	Vocational Counselor for the Blind	15
5377	Supervisor, Field Operations, Commission for the Blind	18
5378	Coordinator of Rehabilitation	16
5379	Supervisor, Home Industries and Home Teachers	12
5380	Director of Field Staff, Blind Commission	18
5401	Program Coordinator, Commission on Alcoholism	14
5411	Regional Coordinator, Commission on Alcoholism	17
5412	Assistant Alcoholism Education Director, Commission on Alcoholism	15
5414	Alcoholism Education Director	17
5415	Director of Field Services	17
5416	Industrial Consultant	15
5501	Community Service Aide I	02
5502	Community Service Aide II	04
5503	Community Service Aide III	06
5504	Welfare Services Technician I	07
5505	Welfare Services Technician II	09
5510	Regional Director	21
5511	Assistant Regional Director	19
5512	Program Specialist I	18
5513	Program Specialist II	19
5514	Chief of Program Evaluation	19
5515	Supervisor, Vocational Rehabilitation	18
6005	Patrolman I, Public Safety	11
6006	Patrolman II, Public Safety	12
6009	Sergeant, Public Safety	15
6013	Lieutenant, Public Safety	16
6017	Captain, Public Safety	18
6020	Motor Vehicle Investigator	14
6022	Sergeant Motor Vehicle Theft	16
6024	Captain Motor Vehicle Theft	18
6026T	Supervisor Motor Vehicle Theft	20
6048	Pilot Investigator	15
6049	Senior Pilot Investigator, Department of Public Safety	17
6060	Assistant Supervisor, Rangers	19
6061	Texas Ranger	14
6062	Sergeant, Texas Rangers	16
6065	Captain, Texas Rangers	18
6066	Senior Captain, Texas Rangers	20
6071	Narcotics Agent	14
6072	Sergeant, Narcotics	16
6073	Captain, Narcotics	18
6075	Assistant Supervisor, Narcotics Section	19
6076	Supervisor of Narcotics Section	20
6080	Agent Investigator	14
6081	Sergeant, Intelligence	16
6082	Captain, Intelligence	18
6083	Assistant Supervisor, Intelligence Section	19
6084	Supervisor of Intelligence Section	20
6099	Communications Center Specialist	07
6100	Police Communications Operator I	09
6103	Police Communications Operator II	11
6105	Supervisor, Police Communications Facility	13
6109	Regional Supervisor, Police Communications	15
6110	Headquarters Communication Center Supervisor	16
6111	Polygraph Operator I	13
6112	Polygraph Operator II	15
6121	Fingerprint Expert I	09
6122	Fingerprint Expert II	11
6126	Latent Fingerprint Expert	14
6128	Manager, Fingerprints and Criminal Records	16
6133	Manager of Laboratories, Public Safety	20

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

6141	Handwriting Expert I	11
6142	Handwriting Expert II	12
6145	Handwriting Expert III	15
6151	Firearms Expert I	10
6152	Firearms Expert II	12
6153	Firearms Expert III	15
6157	Special Assistant, Identification and Criminal Records	15
6159	Modus Operandi Section Supervisor	16
6161	Evaluator I	10
6162	Evaluator II	12
6163	Evaluator III	14
6166	Manager, Driver Improvement and Control	16
6173	Manager, License Issuance and Driver Records	17
6176	Manager, Safety Responsibility	18
6201	Regional Adjutant	14
6206	Regional Commander	21
6211	Inspector, Department of Public Safety	18
6212	Chief, Inspection and Planning Division, DPS	21
6213	Chief, Identification and Criminal Records Division, DPS	21
6214	Chief of Fiscal Affairs, DPS	21
6215	Chief, Driver and Vehicle Records Division, DPS	21
6301	Alcoholic Beverage Tax Collector I	08
6302	Alcoholic Beverage Tax Collector II	10
6308	Supervisor, Alcoholic Beverage Tax Collectors	13
6311	Inspector I, Alcoholic Beverage Laws	11
6312	Inspector II, Alcoholic Beverage Laws	12
6314	Supervisor of Marketing Practices, ABC	17
6315	Assistant Supervisor of Marketing Practices, ABC	15
6316	Supervisor, Licenses and Permits, ABC	17
6320	Assistant District Supervisor, Enforcement, ABC	15
6322	District Supervisor, Enforcement, ABC	17
6326	Assistant Chief, Enforcement Division	19
6327	Chief, Enforcement Division	21
6600	Assistant Rate Director, RRC	21
6601	Transportation Analyst I	12
6602	Transportation Analyst II	17
6603	Transportation Analyst III	19
6605	Supervisor, Motor Carrier Permits and Licenses	16
6638	Assistant Director, Production and Proration	18
6639	Director, Production and Proration	21
6645	Director, Liquid Petroleum Gas Division	21
6675	Secretary, Railroad Commission	12
6705	Chief Investigator, Motor Vehicle Division	18
6706	Motor Vehicle Title Specialist	07
6707	Supervisor, Motor Vehicles Section	17
6711	Chief of Vehicle Titles	18
6715	Motor Vehicle Transfer Analyst	12
6721	Chief of Vehicle Registration	18
6745	Field Representative I	13
6746	Field Representative II	15
6805	Assistant Superintendent	21
7002	Director, Educational Personnel Development	21
7003	Director of Special Education	21
7005	Educational Program Director	19
7006	Director, Vocational Education Research Coordination	20
7007	Director of Adult Education	21
7008	Director of Regional Program Development	21
7009	Director, Instructional Media Division	20
7010	Consultant, Instructional Services	17
7011	Chief Consultant, Instructional Services	18
7013	Instructional Media Technician	14
7030	Consultant, School Lunch Program	16
7031	Chief Consultant, School Lunch Program	17
7035	Consultant, School Transportation	16

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

7036	Chief Consultant, School Transportation	18
7037	Consultant, School Administration	18
7039	Program Officer I	17
7040	Program Officer II	19
7041	Program Officer III	21
7069	Director, Division of School Accreditation	21
7089	Director of Career Education	20
7100	Manager, Textbook Depository	11
7103	Supervisor, Textbook Distribution	17
7104	Assistant Director, Textbooks	19
7115	Director, Textbooks and Instructional Materials	20
7117	Child Accounting Specialist	17
7118	Chief Consultant, Reports and Statistics	17
7120	Director of Teacher Education	21
7121	Director of Urban Education	21
7125	Coordinator, Vocational-Technical Education (Junior Colleges)	21
7126	Director, Vocational Program Development	21
7137	Assistant Director, Administrative Services	19
7138	Director, Administrative Services	21
7200	Director, Dissemination	21
7201	Director, Educational Assessment and Evaluation	21
7202	Director, Internal Management	21
7203	Director, Vocational Education Assessment	20
7204	Director, Instructional Program Development	21
7205	Director, Veterans Education	21
7206	Director, Educational Management Information Center	21
7208	Director, Program Funds Management	21
7210	Director, Program Approvals - Funds Management	20
7212	Director of Guidance Services	21
7304T	Archaeologist I	13
7306T	Archaeologist II	15
7310	State Archaeologist	21
7312	Underwater Archaeologist	21
7315	Assistant State Archaeologist	17
7400	Law Librarian	15
7401	Librarian I	10
7402	Librarian II	12
7403	Librarian III	15
7411	Archivist	12
7413	Translator, Spanish	10
7439	Director of Technical Services	17
7440	Director of Reference Services	17
7441	Assistant Director of Field Operations	18
7450	Medical Librarian	05
7451	Medical Records Technician	08
7452	Medical Records Librarian Registered	14
7453	Medical Records Librarian Supervisor	17
7500	Fish and Wildlife Technician I	07
7501	Fish and Wildlife Technician II	09
7502	Fish and Wildlife Technician III	11
7511	Game Warden I	10
7512	Game Warden II	12
7515	Sergeant Game Warden	14
7516	Lieutenant Game Warden	16
7517	Captain Game Warden	18
7518	Major Game Warden	21
7523	Wildlife Exhibit Supervisor	12
7528	Fish Hatchery Superintendent	13
7540	Biology Field Worker, Conservation	05
7542	Biologist I, Conservation	12
7543	Biologist II, Conservation	14
7545	Airplane Pilot, Conservation	15
7546	Chief of Aircraft Operations	17
7549	Biologist III, Conservation	16

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

7550	Field Manager for Fish and Wildlife	18
7555	Regional Information and Education Officer	16
7601	Farm Hand I	02
7602	Farm Hand II	03
7605	Farmer	04
7610	Agricultural Supervisor	08
7617	Assistant Agriculture Inspector I	06
7618	Assistant Agriculture Inspector II	08
7619	Assistant Agriculture Inspector III	10
7620	Agriculture Inspector I	12
7621	Agriculture Inspector II	14
7622	Agriculture Inspector III	16
7623	Export Inspector	08
7625	Export Supervisor	12
7635	Chief of Horticulture and Plant Quarantine Division	20
7650	Animal Health Inspector I	06
7651	Animal Health Inspector II	08
7652	Animal Health Inspector III	09
7653	Animal Health Inspector IV	10
7654	Animal Health Inspector V	12
7680	Market News Specialist	09
7683	Market News Manager	14
7701	Seed Analyst I	08
7702	Seed Analyst II	10
7703	Seed Analyst III	12
7704	Seed Analyst IV	14
7705	Seed Analyst V	16
7710	Chief, Seed Division	20
7713	Director of Field Operations, Department of Agriculture	19
7715	District Supervisor, Department of Agriculture	17
7716	Chief of Consumer Protection Division, Department of Agriculture	20
7719	Export Coordinator I	16
7720	Export Coordinator II	18
7721	Chief of Marketing Division	20
7722	Marketing Specialist I	12
7723	Marketing Specialist II	14
7724	Marketing Specialist III	16
7725	Chief of Administrative Services, Department of Agriculture	20
7726	Marketing Specialist IV	18
7730	Agronomist I	12
7731	Agronomist II	15
7732	Agronomist III	18
7741	Soil Conservationist	17
7742	Assistant Executive Director, Soil Conservation Board	20
7805	Operations and Maintenance Supervisor	18
7816	Park Ranger I	05
7817	Park Ranger II	07
7818	Park Ranger III	09
7821	Park Superintendent I	11
7823	Park Superintendent II	14
7825	Park Superintendent III	15
7826	Park Superintendent IV	16
7830	Interpretation Planner	15
7832	State Park Coordinator	18
8001	Janitor	02
8005	Maid	02
8009	Assistant Building Custodian	03
8010	Building Custodian	05
8015	Building Superintendent	08
8016	Chief of Custodial Services, Capitol Complex	16
8023	Homemaker	02
8025	Housekeeper, Governor's Mansion	04
8026	Superintendent of Grounds	16

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

8031	Groundskeeper I	02
8032	Groundskeeper II	03
8033	Groundskeeper III	05
8035	Elevator Operator	02
8044	Watchman I	02
8045	Watchman II	03
8046	Watchman III	05
8049	Mansion Security Officer	10
8050	Security Officer I	08
8051	Security Officer II	10
8052	Security Officer III	12
8053	Chief Security Officer, Capitol Complex	18
8102	Food Service Worker I	02
8103	Food Service Worker II	03
8110	Meat Cutter	04
8115	Cook I	02
8116	Cook II	03
8117	Head Cook I	04
8118	Head Cook II	06
8119	Steward I	12
8120	Steward II	14
8125	Cook, Governors Mansion	03
8149	Assistant Food Service Manager	07
8150	Food Service Manager I	13
8151	Food Service Manager II	16
8153	Chief of Food Service Management	18
8159T	Dietetic Technician/Assistant	07
8160	Dietitian I	11
8161	Dietitian II	13
8165	Chief Dietitian	15
8202	Seamstress	02
8203	Sewing Room Supervisor	06
8210	Shoe Repairman	04
8249	Washman	05
8251	Laundry Worker I	02
8252	Laundry Worker II	03
8255	Laundry Foreman	06
8260	Laundry Manager I	08
8261	Laundry Manager II	10
8262	Laundry Manager III	13
8280	Superintendent of Laundries	16
8301	Barber I	05
8302	Barber II	06
8310	Cosmetologist I	05
8311	Cosmetologist II	06
9001	Helper, Maintenance and Construction	03
9003	Laborer	02
9020	Elevator Maintenance Supervisor	18
9033	Superintendent of Electrical Maintenance	16
9034	Air Conditioning and Boiler Operator I	05
9035	Air Conditioning and Boiler Operator II	07
9036	Air Conditioning and Boiler Operator III	09
9037	Air Conditioning and Boiler Operator IV	12
9039	Chief Air Conditioning and Boiler Operator, Board of Control	15
9041	Maintenance Mechanic I	06
9042	Maintenance Mechanic II	08
9043	Maintenance Mechanic III	09
9044	Maintenance Mechanic IV	11
9045	Refrigeration Mechanic Specialist	16
9047	Electrical and Air Conditioning Mechanic I	11
9048	Electrical and Air Conditioning Mechanic II	12
9049	Electrical and Air Conditioning Mechanic III	14
9050	Chief Air Conditioning Mechanic	16
9051	Maintenance Foreman I	10

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

9052	Maintenance Foreman II	12
9053	Maintenance Foreman III	14
9059	Fire and Safety Assistant	08
9060	Fire and Safety Inspector	10
9085	Plant Maintenance Technician I	14
9086	Plant Maintenance Technician II	16
9087	Plant Maintenance Technician III	18
9089	Assistant Chief, Renovation and Equipment	19
9090	General Construction Inspector	18
9091	Chief, Construction and Inspection	20
9092	Specification Analyst	16
9093	Chief, Renovation and Equipment	20
9094	Building Manager	14
9095	State Building Manager	20
9096	Clerk of the Works I	15
9097	Clerk of the Works II	18
9098	Supervisor of Construction	13
9099	Superintendent of Building and Equipment, Department of Corrections	15
9101	Marine Maintenance Supervisor	13
9122	Locksmith and Cabinetmaker	10
9201	Tunnel Guard I	07
9202	Tunnel Guard II	09
9204	Tunnel Machinery Operator	09
9206	Tunnel Foreman	12
9208	Tunnel Superintendent	14
9221	Deckhand	09
9223	Oiler	09
9226	Ships Carpenter	09
9228	Maintenance Welder, Ferry	09
9230	Assistant Marine Maintenance Technician	10
9231	Chief Marine Maintenance Technician	13
9232	Pilot	10
9234	Master and Pilot	13
9236	Assistant Ferry Manager	14
9238	Ferry Manager	15
9241	Bridge Tender	07
9243	Chief Bridge Tender	10
9251	Marine Foreman I	09
9252	Marine Foreman II	12
9256	Marine Superintendent	14
9258	Senior Marine Superintendent	16
9260	Flight Safety Supervisor	17
9261	Airport Facilities Supervisor	19
9278	Core Drilling Supervisor	14
9281	Radiographic Technician I	11
9282	Radiographic Technician II	12
9287	Maintenance Construction Foreman I	09
9288	Maintenance Construction Foreman II	12
9289	Maintenance Construction Foreman III	14
9291	Maintenance Construction Supervisor I	14
9292	Maintenance Construction Supervisor II	15
9293	Maintenance Construction Supervisor III	16
9295	Maintenance Construction Superintendent I	16
9296	Maintenance Construction Superintendent II	17
9300	Engineering Construction Inspector	17
9301	Assistant Project Analyst	16
9302	Equipment Specialist	15
9401	Truck Driver I	02
9402	Truck Driver II	05
9403	Truck Driver III, Heavy Vans	07
9411	Motor Vehicle Serviceman	02
9416	Motor Vehicle Mechanic I	06
9417	Motor Vehicle Mechanic II	08

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

9418	Motor Vehicle Mechanic III	10
9421	Motor Vehicle Repair, Supervisor	14
9431	Motor Pool Supervisor	05
9436	Supervisor of Rolling Equipment	12
9438	Manager, Transportation and Heavy Equipment	12
9441	Manager, Fleet Operations	16
9451	Tire Maintenance Specialist	14
9501	Sheet Metal Worker	06
9506	Electroplater I	09
9507	Electroplater II	11
9511	Machinist	10
9516	Welder, Combination	08
9518	Welding Technician	16
9531	Sign Supervisor	12
9533	Sign Superintendent	15
9541	Shop Foreman I	09
9542	Shop Foreman II	12
9543	Shop Foreman III	13
9544	Shop Foreman IV	15
9548	Equipment and Services Superintendent	17
9708	Communications Procedures Specialist	15
9709	Ammunition Loader	09
9711	Radio Mechanic	09
9713	Radio Tower Mechanic	11
9714	Radio Specialist	11
9722	Communications Superintendent I	12
9723	Communications Superintendent II	14
9724	Communications Superintendent III	17
9726	Assistant Communications Officer	12
9727	Communications Officer	14
9729	Instrument and Office Machine Repairman I	09
9731	Instrument and Office Machine Repairman Trainee	06
9732	Instrument and Office Machine Repairman II	11
9733	Instrument and Office Machine Repairman III	12
9734	Supervisor, Office Machine Repairs	14
9751	Traffic Recorder Technician I	09
9752	Traffic Recorder Technician II	12
9761	Audio Visual Technician	09

CLASSIFICATION SALARY SCHEDULE

(For the Year Beginning September 1, 1977)

Salary Group	1	2	3	4	5	6	7	8
2	6408	6624	6852	7080	7320	7560	7812	8076
3	6852	7080	7320	7560	7812	8076	8352	8628
4	7320	7560	7812	8076	8352	8628	8916	9216
5	7812	8076	8352	8628	8916	9216	9528	9840
6	8352	8628	8916	9216	9528	9840	10176	10512
7	8916	9216	9528	9840	10176	10512	10872	11232
8	9528	9840	10176	10512	10872	11232	11616	12000
9	10176	10512	10872	11232	11616	12000	12408	12816
10	10872	11232	11616	12000	12408	12816	13248	13692
11	11616	12000	12408	12816	13248	13692	14148	14628
12	12408	12816	13248	13692	14148	14628	15108	15624
13	13248	13692	14148	14628	15108	15624	16140	16692
14	14148	14628	15108	15624	16140	16692	17244	17832
15	15108	15624	16140	16692	17244	17832	18420	19044
16	16140	16692	17244	17832	18420	19044	19668	20340
17	17244	17832	18420	19044	19668	20340	21000	21720
18	19044	19668	20340	21000	21720	22428	23196	23952
19	20340	21000	21720	22428	23196	23952	24768	25608
20	21720	22428	23196	23952	24768	25608	26448	27348
21	23196	23952	24768	25608	26448	27348	28248	29208

CLASSIFICATION SALARY SCHEDULE

(For the Year Beginning September 1, 1978)

Salary Group	1	2	3	4	5	6	7	8
2	6624	6852	7080	7320	7560	7812	8076	8352
3	7080	7320	7560	7812	8076	8352	8628	8916
4	7560	7812	8076	8352	8628	8916	9216	9528
5	8076	8352	8628	8916	9216	9528	9840	10176
6	8628	8916	9216	9528	9840	10176	10512	10872
7	9216	9528	9840	10176	10512	10872	11232	11616
8	9840	10176	10512	10872	11232	11616	12000	12408
9	10512	10872	11232	11616	12000	12408	12816	13248
10	11232	11616	12000	12408	12816	13248	13692	14148
11	12000	12408	12816	13248	13692	14148	14628	15108
12	12816	13248	13692	14148	14628	15108	15624	16140
13	13692	14148	14628	15108	15624	16140	16692	17244
14	14628	15108	15624	16140	16692	17244	17832	18420
15	15624	16140	16692	17244	17832	18420	19044	19668
16	16692	17244	17832	18420	19044	19668	20340	21000
17	17832	18420	19044	19668	20340	21000	21720	22428
18	19668	20340	21000	21720	22428	23196	23952	24768
19	21000	21720	22428	23196	23952	24768	25608	26448
20	22428	23196	23952	24768	25608	26448	27348	28248
21	23952	24768	25608	26448	27348	28248	29208	30168

SALARY PROVISIONS

a. SALARY RATES FOR CLASSIFIED POSITIONS. For each fiscal year beginning September 1, 1977, within the limitation of funds available for salaries of classified positions, annual salary rates for classified positions shall be in accordance with the above Classification Salary Schedules. In the event that any regulation, rule or other act of law on the part of the Federal Government prevents the use of these annual salary rates, the Governor is hereby authorized and directed to take all necessary actions to insure compliance with said regulation, rule or other act of law. Except as specifically provided by other provisions of this Act, salaries of State employees who in August 1977 are in classified positions shall be converted to the salary schedule set forth in this Act as follows:

(1) For the fiscal year 1977-1978 an employee who in August 1977 is paid at a numbered salary step in Salary Group 2 through 21 shall have his salary converted to the Salary Schedule for fiscal year 1977-1978 in this Act at the same numbered salary step in the same salary group in which he was paid in August 1977.

(2) For the fiscal year 1978-79 an employee, who in August 1978 is paid at a numbered salary step in Salary Groups 2 through 21 shall have his salary converted to the Salary Schedule for 1978-1979 in this Act at the same numbered Salary Step in the same Salary Group in which he was paid in August 1978.

b. An employee who moves, within an agency or transfers from one agency to another, from an exempt or line-item position to a classified position, shall receive an annual salary rate in the proper salary group not to exceed the salary step equal to the current salary or the next higher salary step rate.

c. SALARY RATES FOR READJUSTED POSITIONS. (1) An employee whose classified position is reallocated by this Act to a higher salary group shall receive the step 1 rate in the higher salary group or the rate which he would have received had his classified position not been reallocated, whichever rate is higher. Provided, however, an employee whose classified position is reallocated by this Act to a higher salary group, may have his salary adjusted not more than two steps higher than otherwise provided by this section. Such additional adjustment shall be for the purpose of maintaining desirable salary relationships among employees in the affected positions.

(2) An employee whose classified position is reallocated by this Act to a lower salary group shall receive the annual rate which he would have received had the position not been reallocated, not to exceed the step 8 rate of the lower salary group.

(3) All state agencies subject to the Classification Act shall review individual job assignments on September 1 each fiscal year and on a regular basis thereafter to insure that each position is properly classified. Each agency shall report to the Classification Officer the approach used to comply with this provision and in the event the approach taken is determined by the Classification Officer to be inadequate, he shall undertake spot audits to determine if positions are properly classified. Additionally, the Classification Officer shall review all exempt positions to determine if appropriate classified titles can be developed for exempt positions and shall transmit suggestions for changes to the Legislative Budget Board and Governor's Budget and Planning Office. If it is determined that, in compliance with the Classification Act, and not contrary to the specific classification and position limitations in this Act, a position should be reclassified to a classification: (a) in a higher salary group the salary rate of the employee shall be determined in the same manner as prescribed above for reallocation to a higher salary group, or (b) in a lower salary group the salary rate of the employee shall be determined in

SALARY PROVISIONS

(Continued)

the same manner as prescribed above for reallocation to a lower group. Nothing in this subsection shall have the effect of increasing or decreasing the specific classified positions authorized each agency by the Act.

d. MERIT SALARY INCREASES. It is expressly provided that agency administrators may grant merit salary increases to classified employees whose job performance and productivity is consistently above that normally expected or required. Such merit increases shall be subject to the following restrictions:

(1) The source of funds shall be the items of appropriation in this Act for "Merit Salary Increases," or specific items of appropriation for classified salaries and wages, or appropriation items for particular programs or purposes which include salaries of classified positions.

(2) For each fiscal year of the biennium beginning September 1, 1977 the maximum monthly rate of expenditure for merit salary increases shall not exceed: (a) An amount equal to 3.4% of the total amount specifically appropriated in such fiscal year in appropriation items for salaries of classified positions divided by twelve, (b) where this Act appropriates in each fiscal year a sum or estimated amount in an appropriation item for a particular program or purpose, the maximum monthly expenditure for such merit salary increases shall not during the first year of the biennium exceed 3.4% of the average monthly payroll of the salaries of employees in classified positions for the six-month period March 1, 1977 through August 31, 1977; nor during the second year of the biennium exceed 3.4% of such average monthly payroll for the six-month period March 1, 1978 through August 31, 1978, or (c) the amount specifically appropriated for "Merit Salary Increases" divided by twelve. It is the intent of the Legislature that the maximum rates of expenditures for merit salary increases be computed separately for each year of the biennium and that such merit salary increases as may be awarded in the first fiscal year of the biennium shall not count against the maximum monthly rate of expenditure for such increases in the second fiscal year of the biennium.

(3) In cases where the Personal Services Appropriations contain a line-item entitled "Merit Salary Increases," it is legislative intent that merit salary increases be authorized for line-item positions which correspond to classified titles in Article V of this Act. Increments awarded will correspond to the step increment amounts in the Salary Schedules in Article V of this Act and it is further provided that the provisions of Section 1d, Article V, will be followed in making these awards.

(4) The Comptroller shall prescribe such accounting and reporting procedures as are necessary to insure that expenditures for merit salary increases shall not exceed the amounts authorized herein for that purpose.

(5) All Departments and Agencies shall file a report with the Governor and the Legislative Budget Board at the close of each fiscal year detailing the utilization of merit funds.

e. PROMOTIONS. A promotion means a change in duty assignment of an employee within an agency from a position in one classification to a position in another classification in a higher salary group requiring higher qualifications such as a greater skill or longer experience, and involving a higher level of responsibility. When an employee is promoted to a position in a higher salary group, he will receive at least a rate one increment higher than his salary rate before promotion or the minimum rate of the new salary range, whichever is higher, and

SALARY PROVISIONS
(Continued)

may, at the discretion of the agency administrator, receive an annual rate up to and including the rate designated by the same step number which designated his former rate.

f. DEMOTIONS. Demotion means a change in duty assignment of an employee from a position in one classification to a position in another classification in a lower salary group. An employee who is demoted shall have his salary reduced at least to a rate one increment below the rate he received before demotion.

g. SALARY REDUCTION FOR DISCIPLINARY REASONS. If a classified employee's performance so warrants, the executive head may reduce his salary for disciplinary reasons to a step rate in the designated salary group no lower than the minimum step rate. The employee's pay may be restored to any step rate in the range up to and including his prior rate as such employee's performance improves.

h. SALARY RATE DETERMINATION BY INTERAGENCY TRANSFERS. If, by agreement between the employee, the head of the agency presently employing him, and the head of another agency desiring the employee's services, an employee is transferred from one State agency to another, his salary rate will be subject to the following conditions:

(1) If the new assignment is in a position in the same designated salary group as the one from which he leaves, no increase in salary may be granted by virtue of the transfer. This provision shall also apply to intra-agency transfers.

(2) Where the new position is in a lower designated salary group, the employee shall be paid at a rate determined by the Subsection above relating to "Demotions".

(3) Where the new position is in a higher salary group, the employee may be paid not more than the rate determined by the Subsection above related to "Promotions".

i. No salary adjustment authorized by this Section shall result in an employee receiving an annual salary rate in excess of the maximum rate of the salary group to which his classified position is allocated.

j. HIRING POLICIES. (1) New employees will normally be hired on step 1 of the salary range to which the position is allocated, with the following exception that department heads may make appointments at rates below Step 1 either for periods of training or to meet prevailing salaries of localities in Texas encountered by the agency in salary groups 2 through 8; provided, however, that such rates below Step 1 shall not exceed six months, and all such employees paid at rates below Step 1 will be brought to Step 1 of the designated salary range by the end of the six months period. The Comptroller of Public Accounts is directed to withhold all payment of funds for classified salaries of any agency violating this provision as long as the agency remains in violation of the terms of this provision.

(2) An employee who leaves State employment may, at the discretion of the department head, be reinstated to a vacancy in the same agency and the same position classification held immediately prior to leaving. In such case, the employee may be paid at a step rate no higher than the same salary step number that designated his annual salary rate prior to his separation, provided, however, that no employee may be reinstated at a rate higher than the maximum salary step of the designated salary group.

SALARY PROVISIONS
(Continued)

k. TEMPORARY ASSIGNMENT. To facilitate the work of the State agencies any classified employee may, during emergencies or other special circumstances, be temporarily assigned to other duties for periods not to exceed three months.

l. EMOLUMENTS. For the purpose of conforming to the Position Classification Plan and prescribed salary ranges, boards, commissions or other executive State agencies shall set a fair value on any emoluments granted. Each institution or agency granting emoluments shall maintain with the State Comptroller a current record showing name, job title, and amount of each employee's emoluments. Unless otherwise specifically provided in this Act, the designated value of emoluments shall be deducted from the gross salary rate in determining the net monetary remuneration to which the employee is entitled.

m. RECLASSIFICATIONS. (1) As provided in the Position Classification Act of 1961, a position may be reclassified to another class of work in the Classification Plan as a result of classification audits or of program reorganizations by executive heads, or to a new classification properly established by the Classification Officer. Reclassification shall not be interpreted to mean a change in the employee's duty assignment, but only shall mean the proper definition of duties and classification of the position based upon duties actually performed by the employee; hence, a position shall be reclassified for the sole purpose of complying with the requirements of the Classification Act. Any reclassification which would result in changing the specified number of positions authorized by this Act, or which would result in placing the reclassified position in a higher salary group, shall have the prior approval of both the Classification Officer and the Legislative Audit Committee. Provided, however, that reclassifications made in accordance with this subsection shall not increase the total dollars appropriated to any agency nor increase the total number of positions authorized by this Act.

(2) If classification audits determine that positions are classified higher than is warranted by actual duty assignment, the employees occupying such positions may be subject to salary reduction under such policies and procedures as the Legislative Audit Committee may prescribe.

n. PART-TIME EMPLOYEES. Regular full-time positions paid out of funds appropriated may also be filled by part-time employees except for line item exempt salaries not designated as part-time. In computing the salaries of these employees, the rates of pay shall be proportional to the rates authorized for full-time classified employment. It is further provided that part-time employees as described in this subsection shall be subject to all of the provisions of this section.

o. HOURLY EMPLOYEES. It is the intent of the Legislature that hourly employees shall receive per hour rate increases proportionate to those provided in this Act for full-time salaried classified employees.

p. PAYROLL AFFIDAVIT. The Comptroller may not issue warrants for payment of salaries out of appropriations which include salaries of classified positions until, as part of the payroll affidavit required in article 4359, V.A.C.S., there is a statement to the effect that all classified employments have been made in accordance with the Position Classification Act of 1961 or the specific classification and position limitations prescribed in this Act.

SALARY PROVISIONS
(Continued)

g. SALARY SUPPLEMENTATION REPORTING. (1) None of the funds appropriated to departments and agencies covered in Articles I through IV of this Act shall be expended for payment of salary to any person whose individual line-item exempt salary is being supplemented from other than appropriated funds until a report showing the amount and sources of salary being paid from other sources has been reported to the Secretary of State and Comptroller of Public Accounts.

(2) None of the funds appropriated in Article IV of this Act shall be expended for payment of salary to any person who directly receives funding from a grant or consulting contract not subject to administration by a state-supported institution of higher education and who may use the resources of the institution in carrying out the provisions of the grant or consulting contract.

(3) Provided, however, that a state-supported institution of higher education may supplement the salary of persons contributing directly to carrying out the provisions of a grant or consulting contract from funds received and administered by the institution under the terms of the grant or consulting contract.

r. OTHER APPROPRIATION ITEMS. Agencies covered by Section 1 of this Article which employ personnel out of appropriation items other than those designated "Salaries of Classified Positions" shall make such employments in accordance with the provisions of the Position Classification Plan and the provisions of this Article related to classified positions. Where there is a "Schedule of Classified Positions" following an agency appropriation, such employments will be limited to such schedule in the same manner as described elsewhere in this section.

s. SCHEDULE OF CLASSIFIED POSITIONS. Except as specifically authorized elsewhere in this Act, appropriations which include salaries of classified positions shall be expended by an agency to employ personnel only in those positions listed in the "SCHEDULE OF CLASSIFIED POSITIONS" which follows the agency appropriation. Each position title authorizes one full-time position except that: (1) an Arabic numeral following the title indicates the total number of positions authorized in that title; (2) when (UL) follows the position title, an unlimited number of positions is authorized within available appropriations; and (3) when the heading, "SCHEDULE OF CLASSIFIED POSITIONS (UL)", an unlimited number of positions is authorized for each position title. Appropriations for "SALARIES OF CLASSIFIED POSITIONS" may also be used to pay the salaries of positions exempted from the Classification Plan by the Governor under authority granted in Section 2 of the Position Classification Act of 1961.

t. PERSONNEL AND PAYROLL REPORTING PROCEDURES. To facilitate pre-audit of payrolls and classification audits to assure conformity with the provisions of this Act, and to provide the Legislative Audit Committee with current information on employment and wage rate practices in the State Government, the Comptroller and the State Auditor shall jointly promulgate and issue uniform procedures for personnel and payroll reporting for all state agencies.

u. CORRECTION OF ERRORS. In the event of obvious typographical errors in listings of classified positions in this Act the Classification Officer shall, after consultation with the legislative appropriations committees' staff and with the approval of the Legislative Audit Committee, make and give notice of such corrections as may be necessary to accomplish the purposes of the Classification Act and of this Act. Where Legislative intent cannot be determined from work papers and other appropriation committee records, the Classification Officer's recommendation to the Legislative Audit Committee shall be based upon job audits.

OTHER EMPLOYMENT POLICIES AND PROVISIONS

Sec. 2. METHOD OF SALARY PAYMENTS. a. All annual salaries appropriated by this Act are for full-time employment unless specifically designated as part-time or other and shall be paid in twelve (12) equal monthly installments, except as otherwise provided in Article II of this Act. Except for patrolmen and other law enforcement positions in the Department of Public Safety which shall be paid only at the annual rates stipulated in the particular language accompanying the appropriations therefor, this paragraph shall not be construed so as to prevent the head of any other agency of the State from paying less than the maximum salary rates specified in this Act for line-item positions, or the employment of part-time employees to fill regular positions provided for in this Act, so long as the salary rates for such part-time employees are proportional to the regular rates for full-time employment. The equivalent monthly rate of pay for annual employees maintaining a 40-hour work week and covered under Article 5165a, Vernon's Civil Statutes, as amended, shall be determined by dividing the annual salary by twelve (12). The hourly rate for a given month shall be determined by dividing the monthly rate by the number of working hours in that month. This basis applies to partial pay and other special situations. When a full-time or regular part-time employee is on leave without pay, compensation for that particular pay period shall be reduced at the equivalent hourly rate of pay times the number of work hours lost by leave without pay.

Facilities of the Texas Department of Mental Health and Mental Retardation in article II and the agencies of higher education, and the schools for the blind and deaf in article IV of this Act which make contracts for less than a twelve-month period may pay salaries in equal monthly payments for the period contracted for.

b. When a State employee who receives hazardous duty pay for law enforcement activities moves to a position in another State agency which entitles the employee to the same hazardous duty pay he shall be granted credit for the total amount of State service contributing to eligibility for hazardous duty salary payments.

c. No deduction shall be made from the salary or wages of any State employee who is called for jury service; nor shall such employee be required to account to the State for any fee or compensation received for jury service.

d. None of the moneys appropriated under this Act shall be used for the payment of salaries to any employee who accepts witness fees in contravention of the following provisions:

Any state official or employee called to appear in his official capacity in any judicial action or legislative investigation shall neither accept nor receive any witness fees for such a governmental appearance;

But if the appearance as a witness is not in an official capacity but is to testify from personal knowledge concerning matters related to the inquiry, then such employee or official shall be entitled to any customary witness fees;

And any state employee or official appearing as an expert witness shall be entitled to accept compensation for his appearance only when such appearance shall be made on his own time;

But this prohibition against accepting compensation shall not extend to any mileage or per diem allowance tendered to the state employee or official for expenses incurred while serving as a witness, unless the state official or employee has also made a claim for such expenses against the state, and in no instance shall there be double reimbursement for expenses.

OTHER EMPLOYMENT POLICIES AND PROVISIONS
(Continued)

e. OVERTIME. When a regular, full-time employee is required to work hours in excess of the standard work week established for the position in accordance with applicable statutes, the employee shall be entitled to compensation for such overtime either: (1) by receiving equivalent time off during the same biennium in which the overtime was accrued; or (2) at the discretion of the employing institution or agency, in cases where granting compensatory time off is impracticable, by receiving pay at a rate equivalent to one and one-half times the regular rate of pay. Administrators shall except specific executive, administrative and professional positions, or groups of such positions from these provisions.

This provision shall not apply to professional medical personnel and employees employed in a bona fide executive, administrative or professional capacity, including any employee employed in the capacity of academic administrative personnel or teacher in elementary or secondary schools. Compensatory time for those employees excepted from this provision shall be determined by the Administrator of the agency or institution involved.

Agencies paying overtime shall maintain a monthly record of overtime paid that will identify number of employees paid for overtime and total overtime payments for the month. At the end of each fiscal year each agency shall file a report with the Governor's Budget and Planning Office and the Legislative Budget Board showing, by month, number of employees paid overtime and total overtime payments during the fiscal year.

Sec. 3. SALARY PAYMENT, WITHHOLDINGS, DEDUCTIONS, AND MATCHING CONTRIBUTIONS. The disbursement of moneys appropriated in this Act for salaries and wages shall be subject to the provisions of Public Law No. 68, Seventy-eighth Congress, known as the Current Tax Payment Act of 1943, and any amendments thereto. The officers and employees of agencies for which appropriations are made in this Act also are authorized to make retirement deductions in accordance with the Teachers Retirement or Employees Retirement or Judiciary Retirement Acts on payroll forms prescribed by the State Comptroller, and the Comptroller is directed to issue warrants accordingly.

In each instance in which an operating fund or account is created and named by statute, the responsible officials of the state are authorized to transfer into such operating fund or account sufficient moneys from Treasury funds or local and federal funds to pay proportionally the costs of matching state employees' retirement contributions and the state's share of Old Age and Survivors Insurance.

Sec. 4. POLITICAL AID AND LEGISLATIVE INFLUENCE PROHIBITED. None of the moneys appropriated by Articles I, II, III, and IV of this Act, regardless of their source or character, shall be used for influencing the outcome of any election, or the passage or defeat of any legislative measure. This prohibition shall not be construed to prevent any official or employee of the state from furnishing to any Member of the Legislature or to any other state official or employee or to any citizen information in the hands of the employee or official not considered under law to be confidential information. Any action taken against an employee or official for compliance with this section shall subject the person initiating the action to immediate dismissal from state employment.

None of the funds appropriated in this Act shall be expended in payment of the full or partial salary of any State employee who is also the paid lobbyist of any individual, firm, association or corporation.

OTHER EMPLOYMENT POLICIES AND PROVISIONS
(Continued)

No employee of any State agency shall use any State-owned automobile except on official business of the State, and such employees are expressly prohibited from using such automobile in connection with any political campaign or any personal or recreational activity.

None of the moneys appropriated by this Act shall be paid to any official or employee who violates any of the provisions of this Section.

The head or heads of each agency of the State shall furnish each employee of such agency with a copy of the three (3) paragraphs immediately preceding this one, and shall take a receipt therefor from each employee. The preceding sentence shall not be construed to mean that new receipts are to be obtained each year from continuing employees who have previously receipted for copies of identical provisions prohibiting political aid and legislative influence. The receipts shall be kept accessible for public inspection.

Sec. 5. PUBLICITY OF INDIVIDUALS RESTRICTED. None of the moneys appropriated under this Act shall be used by any agency of the State Government for the purpose of publicizing or directing attention to any individual official or employee of any agency of the State Government.

It is also provided that none of the moneys appropriated under this Act shall be used by any agency of the State Government for maintaining any publicity office or department, or for the employment of any person who has the title or the duties of a public relations agent, or press agent, or for paying any public relations firm or agent.

The policy and restrictions set out in this Section shall not be interpreted to prevent the head of any agency of the State, when he deems it necessary or desirable in the public interest, to issue through any of such agency's officials or employees any statement or information respecting the work, legal responsibilities, or activities of such agency. Such statement shall be issued, or such information imparted, in the name of the agency of the State and shall have attached thereto the name of the official or employee authorized to issue the same.

It is also provided that any agency of higher education may continue to maintain and operate a news and information service for the benefit of the public which has been specifically authorized and approved by the governing board of such agency of higher education.

Sec. 6. EMPLOYEE WORKING HOURS AND HOLIDAYS. It is further provided that moneys appropriated for salaries and wages in this Act shall be expended only in accordance with the following conditions and limitations, and pursuant to Article 5165a, Vernon's Civil Statutes, as amended.

a. State offices shall remain open during the noon hours each working day with at least one person on duty to accept calls, receive visitors, or transact business.

b. Because of the congestion of traffic surrounding state offices, agencies may stagger the work day of their personnel within the working hours of 7:00 A.M. and 6:00 P.M., providing, however, that all agencies shall be open between the hours of 8:00 A.M. and 5:00 P.M. and shall maintain the eight-hour day and 40-hour week as provided in Article 5165a, Vernon's Civil Statutes, as amended.

OTHER EMPLOYMENT POLICIES AND PROVISIONS
(Continued)

c. Holidays for State employees including hourly wage workers for each year covered by this Act shall be only those specified as follows: The second day in January in 1978 and the first day of January in 1979, the third Monday in February, the second day in March, the 21st day of April, the last Monday in May, the fourth day of July, the 27th day of August, the first Monday in September, the second Monday in October, the eleventh day in November, the fourth Thursday in November and the Friday immediately following and the 25th day of December. In addition to the preceding holidays, State agencies may close on December 23, and 26, 1977 and December 26, 1978, to provide a Christmas holiday period. Holidays falling on Saturdays or Sundays shall not be observed by closing State offices on the preceding or following days except the specific days authorized for a Christmas holiday period.

Legal holidays and the Christmas holiday period to be observed by agencies of higher education and special schools under the State Board of Education shall not exceed the number of days specified in this Subsection; and the governing boards of the various educational institutions may adjust the actual observance of such holidays as will permit efficient academic schedules.

Agencies of the State designated in Articles I, II and III of this Act shall not substitute the observance of the designated holidays unless the continuing nature of agency operations requires employees to work on a designated holiday. An employee who is required to work and who does work on any of the designated holidays shall be entitled to compensating time off to be taken on such day as may be mutually agreed upon by the employee and his supervisor.

For institutions and agencies of higher education, a regular employee is defined as one who is employed to work at least 20 hours per week for a period of at least four and one-half months.

Sec. 7. EMPLOYEES VACATIONS AND LEAVES. a. Employees of the State shall, without deduction in salary, be entitled to a vacation in each fiscal year. Such entitlement shall be earned in accordance with the following schedule.

Employees With Total State Employment Of: _____	Hours Accrued Per Month _____	Maximum Hours to Carry Forward From One Fiscal Year to Next Fiscal Year _____
0 but less than 2 years	7	168
2 but less than 5 years	8	192
5 but less than 10 years	9	216
10 but less than 15 years	10	240
15 but less than 20 years	12	288
20 and over years	14	336

An employee will earn vacation entitlement beginning on the first day of employment with the State and terminating on the last day of duty. Vacation entitlement is accrued at the applicable rate cited above. Credit for one month's accrual will be given for each month or fraction of a month of employment with the state and will be posted to each employee's leave record on the first day of employment with the state and on the first of each succeeding month of employment thereafter. Vacation with pay may not be granted until the employee has had continuous employment with the state for six (6) months, although credit will be accrued during that period.

OTHER EMPLOYMENT POLICIES AND PROVISIONS
(Continued)

The net balance of unused accumulated leave not to exceed the maximum cited above may be carried forward for any employee, from one fiscal year to the next fiscal year.

In computing vacation time taken, time during which any employee is excused from work because of holidays shall not be charged against the employee's vacation.

A State employee who resigns, is dismissed, or separated from State employment shall be entitled to be paid for all vacation time duly accrued at the time of separation from State employment, provided the employee has had continuous employment with the State for six (6) months.

b. Employees of the State shall, without deduction in salary, be entitled to sick leave subject to the following conditions:

An employee will earn sick leave entitlement beginning on the first day of employment with the State and terminating on the last day of duty.

Sick leave entitlement shall be earned at the rate of eight (8) hours for each month or fraction of a month employment, and shall accumulate with the unused amount of such leave carried forward each month. Sick leave accrual shall terminate on the last day of duty.

Sick leave with pay may be taken when sickness, injury, or pregnancy and confinement prevent the employee's performance of duty or when a member of his immediate family is actually ill. An employee who must be absent from duty because of illness shall notify his supervisor or cause him to be notified of that fact at the earliest practicable time.

To be eligible for accumulated sick leave with pay during a continuous period of more than three (3) working days, an employee absent due to illness shall send to the administrative head of his employing agency a doctor's certificate showing the cause or nature of the illness, or some other written statement of the facts concerning the illness which is acceptable to such administrative head.

Upon return to duty after sick leave the employee concerned shall, without delay, complete the prescribed application for sick leave and submit the same through proper channels to the appropriate approving authority for his consideration.

Exceptions to the amount of sick leave an employee may take may be authorized by the administrative head or heads of any agency of the State provided such exceptions are authorized on an individual basis after a review of the merits of such particular case. A statement of any such authorized exceptions or the reasons for them shall be attached to the State agency's duplicate payroll voucher for the payroll period affected by such authorized exceptions.

c. The administrative head of an agency shall grant an emergency leave to an employee because of a death in the employee's family. The death of the employee's spouse, parents, brothers, sisters, grandparents and children shall constitute adequate need for emergency leave. The administrative head of the agency may make a determination on other reasons for emergency leaves and shall grant an emergency leave, when in his determination, the employee shows good cause for such leave.

For institutions and agencies of higher education, a regular employee is defined as one who is employed to work at least 20 hours per week for a period of at least four and one-half months.

OTHER EMPLOYMENT POLICIES AND PROVISIONS
(Continued)

d. A leave of absence with full pay shall be provided any state employee who is called to active duty with the National Guard by the Governor of Texas. State employees who are volunteer firemen shall also be granted a leave of absence with full pay to attend training schools conducted by State agencies provided such leave does not exceed five (5) working days in any one fiscal year. The leave of absence, authorized by this subsection, shall in no way be charged against the employee's vacation or sick leave privileges provided by this Act.

An employee called to active duty during a national emergency by a reserve branch of the United States Armed Forces shall have a leave of absence. The leave of absence shall not affect the employee's vacation or sick leave entitlements provided by this Act, nor shall the employee lose the ability to accrue such entitlements while on active duty.

e. A state employee who transfers directly from one State agency to another, shall be given credit by the receiving agency for the unused balance of this accumulated vacation and sick leave, provided that his employment with the State is uninterrupted.

f. After exhausting leave with pay entitlements, employees taking leave due to pregnancy shall be entitled to an absence of at least six weeks without pay. The administrative head of agencies may not require that a pregnant employee take the full six weeks but may authorize additional time up to two weeks if individual circumstances so merit.

g. Funds appropriated in this act may be used to pay the estate of an employee when the employee dies while employed by the State of Texas for: 1) All of the employee's accumulated vacation leave and 2) One-half of the employee's accumulated sick leave, or for 336 hours of sick leave, whichever is less.

h. The administrative head or heads of each agency of the State shall require a record to be kept of the vacation and sick leave accrual and absences of each employee, and the reasons therefor whether from sickness, vacation, or leave of absence without pay. Such records shall be available for public inspection.

In the event that any regulation, rule or other act of law on the part of the Federal Government prevents the use of these vacation and sick leave rates, the Governor is hereby authorized and directed to take all necessary action to insure compliance with said regulation, rule or other act of law.

i. The State Auditor shall provide a uniform interpretation of the provisions herein contained on employee vacations and leaves, and shall report to the Governor and the Legislature any exceptions practiced by the various entities of the State Government.

j. It is specifically provided, however, that the benefit provisions of this section apply to employees of the House of Representatives and Senate at the discretion of the presiding officer of each house.

Sec. 8. PAYMENTS FOR INJURIES. Pursuant to Chapter 377, Acts, 1959, Fifty-sixth Legislature, Regular Session (codified as Article 6822a), appropriations made in this Act not otherwise restricted in use by this Act may also be expended for paying necessary drug, medical, hospital and laboratory expenses for the care and treatment of any state employee injured while performing the duties of any hazardous position to which he is assigned by his state employment. For the purposes of this section, "hazardous position" shall mean one for which the regular and normal duties inherently involve the risk or peril of bodily injury or harm.

OTHER EMPLOYMENT POLICIES AND PROVISIONS
(Continued)

The expenditure of any appropriation for the purposes authorized by this Section shall be made only to the vendors of necessary drugs, medical, hospital or laboratory services, shall be limited to the amounts not otherwise compensated for by personal medical and hospitalization insurance and shall not exceed the amounts appropriated for the purposes stipulated in the preceding paragraphs nor result in jeopardizing the financing of the regular functions or services of the respective state agency.

Requests for payment must be accompanied by a statement from the vendor indicating the amount paid by insurance and the balance due. In the event of no insurance payment, the request must be accompanied by a statement, signed by the employee or next of kin, to the effect there was no insurance in effect at the time of the injury. Request for payment shall not constitute admission of liability of the State, the Agency, or any employee.

Where a State employee has received benefits through payments by the State pursuant to this Section, and also has received other liability benefits as a consequence of the same injury, such employee shall pay to the State Treasury all sums received or paid in his behalf as damages, for medical and hospital bills, up to but not in excess of the amounts of any such payments made by the State. No agency of this State which makes payments pursuant to this Section shall present the name of any employee who has failed to comply with this paragraph to the State Comptroller for the issuance of any Treasury warrant payable to such an employee.

Sec. 9. USE OF ALCOHOLIC BEVERAGES. None of the moneys appropriated under this Act shall be used for the payment of salaries to any employee who uses alcoholic beverages while on active duty. None of the funds appropriated under this Act for travel expenses may be expended for alcoholic beverages.

Sec. 10. LIMITATIONS ON USE OF APPROPRIATED FUNDS. Funds appropriated in articles I, II, and III of this Act, or for the Central Education Agency in article IV of this Act, shall be expended only for items set out in the Comptroller's Manual of Accounts, Expenditure Classification, effective November 1, 1965, as amended, insofar that agencies expending said appropriated funds shall have existing statutory authority for such expenditures and that such expenditures are not limited or prohibited elsewhere in this Act.

It is also provided that any agency of the State specified in this Act is authorized to pay the premiums for bonding employees. Such bonds shall be of either individual position or blanket position type, as provided by House Bill No. 18, Fifty-sixth Legislature, Regular Session.

As compensation in addition to that otherwise provided by this Act, departments and agencies covered by this Act in Articles I through VI, are authorized to purchase and present to their respective employees at periodic intervals under such rules and regulations as have been or may be adopted by the respective agencies named hereinabove, service award pins and certifications for longevity of service and safety award pins and certificates for safe operation of State equipment and awards for such special professional achievement and other outstanding service. Such awards will be limited to lapel pins, tie clasps, plaques, loving cups, engraved certificates or other awards of a similar nature and shall be purchased through the Board of Control, the cost of which shall not be in excess of Twenty-five Dollars (\$25) per employee.

TRAVEL REGULATIONS

Sec. 11. GENERAL TRAVEL PROVISIONS. a. The amounts specifically appropriated in this Act to each agency of the State for the payment of travel expenses are intended to be and shall be the maximum amounts to be expended by employees and officials of the respective agencies. None of the moneys appropriated by this Act may be expended for travel expense unless the official travel and the reimbursement claims therefor are in compliance with the following conditions, limitations, and procedures.

b. "Designated Headquarters," as set out in Senate Bill No. 272, Fifty-sixth Legislature, shall be the area within the corporate limits of the city or town in which an employee is required to maintain his official headquarters. At a place not within the corporate limits of a city or town, his "designated headquarters" means the area within a five-mile radius of the place at which he is required to maintain his official headquarters.

c. Heads of agencies shall plan the travel of all employees under their authority so as to achieve maximum economy and efficiency. Travel expenses may be reimbursed from the appropriations made in this Act only where the purposes of travel performed are clearly for the conduct of the State's official business and in consonance with the legal responsibilities of the agency of the State represented.

None of the funds appropriated in this Act shall be used for the reimbursement for travel expenses incurred unless there is such a description in the expense account submitted to the Comptroller as to identify persons or places contacted and/or the nature of the official business of the State performed properly within the legal responsibilities of the agency; but this provision shall not contravene specific statutes providing otherwise.

d. Copies of requests for advanced written approval for travel outside the United States as provided in Article 6823a V.A.C.S. shall be filed with the Legislative Budget Board at the time such requests for approval are submitted to the Governor.

Sec. 12. TRANSPORTATION ALLOWANCE. None of the moneys appropriated by this Act may be expended to reimburse costs of transportation on official business except in compliance with the following conditions, limitations, and rules:

a. The rate of such reimbursement for the employee's personally owned motor vehicles shall be sixteen cents (16¢) per mile. Except for cost of airport parking incurred while on official business, no additional expense incidental to the operation of such motor vehicles shall be allowed. None of the moneys appropriated for travel expense for mileage within the State of Texas for use of personally owned motor vehicles shall be expended unless the shortest route between points is used. This shall also include the use of Farm-to-Market roads.

a.1. Subject to Senate Bill No. 1310 being enacted into law, the rate of reimbursement for the employee's personally owned motor vehicle shall be eighteen cents (18¢) per mile. Except for cost of airport parking incurred while on official business, no additional expense incidental to the operation of such motor vehicle shall be allowed. None of the moneys appropriated for travel expense for mileage within the State of Texas for use of personally owned motor vehicles shall be expended unless the shortest route between points is used. This shall also include the use of Farm-to-Market roads.

TRAVEL REGULATIONS
(Continued)

The maximum reimbursement for out-of-state transportation for the use of personally owned motor vehicles shall be that amount that the employee would have incurred had he taken the lowest available airline fare plus the per diem necessary to complete such flight. The determination of the allowance due owners of personally owned motor vehicles in compliance with this paragraph shall be as follows: (1) Per diem shall be determined by the use of an airline schedule which would have sufficed for the performance of the official business. (2) Expenses of transportation to airfields from points where commercial air transportation is not available shall be allowed in addition to the cost of the lowest available airline fare. (3) When additional employees are conveyed on out-of-state trips in personally owned motor vehicles, reimbursement for use of the personally owned motor vehicle shall be based on total miles of the most direct route from headquarters to destination at the mileage reimbursement rate authorized elsewhere in this Act, provided however such reimbursement shall not exceed total cost had each employee traveled by airline on lowest available airline fare. (4) When additional passengers are conveyed in out-of-state trips in personally owned motor vehicles, they shall receive as their expenses per diem based on motor vehicle travel time. (5) Persons traveling to points not served by airlines shall receive mileage and per diem based on actual miles traveled and other expenses as authorized elsewhere in this Act for out-of-state travel.

The rate of reimbursement to executive heads and key officials, including members of the Legislature, for travel in their personally owned or leased airplanes within and without the boundaries of the State of Texas and between points of necessary official business shall be twenty-three (23) cents per highway mile. The rate of reimbursement for other State employees for travel in their personally owned airplanes within and without the boundaries of the State of Texas and between points of necessary official business shall be twenty-three (23) cents per highway mile.

b. An employee traveling by rented or public conveyance, or the commercial transportation company furnishing same, is entitled to a transportation allowance equal to the actual cost of necessary transportation for performing official business. The rate of reimbursement for any employee for whom funds are appropriated in this Act, for air transportation shall not exceed the next lowest available airline fare below first class unless such is not available. This allowance shall not include federal taxes from which the employee and the State Government are legally exempt. Payment of said transportation allowance may be made by either of the following methods, upon selection by the executive head of the employing State department or agency in advance of authorized official travel:

(1) Where the employee pays for public transportation from his personal funds, receipts for such necessary transportation, excluding receipts for bus, taxi or limousine fares, shall be obtained and attached to the employee's expense account when submitted. Receipts as used in this provision shall be evidence that transportation was purchased.

(2) Executive heads of State departments and agencies may request commercial transportation companies to furnish required transportation for official business to designated officials and employees of such departments and agencies, upon the presentation to cooperating transportation companies of transportation requests approved by the head of the department or agency requesting such transportation. The transportation request shall specify the class of transportation authorized.

TRAVEL REGULATIONS
(Continued)

The cost of such transportation services shall be billed monthly to the respective departments and agencies, and paid by the Comptroller upon the submission of a purchase voucher showing the detail of such furnished transportation and the approval by the respective department or agency.

To facilitate auditing and verification of such charges, transportation companies shall list on their billing the point of origin and point of destination of each trip and shall also show the tax of the fare charged. The State department or agency shall attach to each account a complete statement setting out in detail why each trip listed was necessary in the operation and maintenance of that department or agency.

c. No claim for public transportation will be paid unless it is in compliance with this Section.

Sec. 13. PER DIEM ALLOWANCE. None of the moneys appropriated by this Act may be expended for reimbursing the cost of meals, lodging, or subsistence expenses incurred in official travel except in compliance with the following conditions, and limitations:

a. Rates of Allowance. Subject to Senate Bill No. 1310 being enacted into law, each employee who travels on state business which does not require travel outside the boundaries of the State of Texas shall be allowed, in lieu of actual expenses incurred for meals and lodging, a flat per diem rate not to exceed Thrity Dollars (\$30) per day. In the event Senate Bill No. 1310 fails to become law, the per diem rate shall be that specified in general law.

Each employee traveling on State business outside of the boundaries of the State of Texas shall receive reimbursement for the actual cost of meals, lodging and airport parking fees, not to exceed Forty Dollars (\$40.00) per day. When both in-state and out-of-state travel occur in the same calendar day, the allowance for that day shall not exceed Forty Dollars (\$40.00) or that required by general law.

b. Day defined. In computing the per diem allowance for continuous travel of more than twenty-four (24) hours, the calendar day (midnight to midnight) will be the unit, and for fractional parts of a day at the commencement or ending of such continuous travel, constituting a travel period, one-fourth ($1/4$) of the rate for a calendar day will be allowed for each period of six (6) hours or fraction thereof. A fraction of a per diem period is defined to be two (2) hours or more. The four (4) parts of the calendar day for in or out-of-state travel shall be as follows:

- | | |
|-----------------------------|-----------------------------|
| (1) 12:01 a.m. to 6:00 a.m. | (2) 6:01 a.m. to 12:00 a.m. |
| (3) 12:01 p.m. to 6:00 p.m. | (4) 6:01 p.m. to 12:00 p.m. |

For continuous travel of less than twenty-four (24) hours, constituting a travel period which requires the securing of lodging, such period will be regarded as commencing with the beginning of the travel and ending with the completion thereof, and the per diem allowance shall be calculated in the same manner prescribed in the preceding paragraph.

c. The out-of-state allowance shall not apply to those employees whose duties customarily require them to cross state boundary lines in carrying out their day-to-day functions connected with official state business. These employees shall be reimbursed at the rate prescribed for the regular per diem allowance.

TRAVEL REGULATIONS
(Continued)

d. An employee whose duties require travel for periods which do not require him to sleep away from his designated headquarters shall receive a partial per diem allowance for meals rather than a per diem allowance. Such partial per diem allowance shall be determined by the head of the agency and shall be based upon a reasonable estimate of the actual cost of the meals involved. In computing the partial per diem allowance, the travel period shall commence at the time the employee departs from his designated headquarters. In no event will the partial per diem allowance exceed fifteen dollars (\$15) per day.

e. When conditions warrant it and under rates established by the agency, persons authorizing travel may reduce the per diem allowance for any part of an employee's travel, provided that such employee shall be notified of such reduced per diem before being allowed to incur any expense. It is the intention of this Subsection that employees whose living costs are unusually low when engaged in travel, such as those camping out, need not be paid the full per diem allowance.

A traveling State employee may return to his headquarters daily or on the weekend rather than stay out at the State's expense and by so doing the expense involved shall be considered as State business, providing however, that the actual expense involved, including per diem, mileage, or public transportation in returning to headquarters daily or on weekends, shall never exceed the per diem allowance the employee would have received had he remained at this post of duty.

State's business as is applied to daily round trips, shall be determined by computing the transportation allowance and per diem on a daily basis, including the first and last day of the trip, and when the transportation allowance and per diem for that day exceed \$30.00 per day, only \$30.00 for that day will be allowed.

Sec. 14. TRAVEL BY OFFICERS AND EMPLOYEES OF AGENCIES OF HIGHER EDUCATION. None of the moneys appropriated by this Act may be expended for official travel expense incurred by members of governing boards, executive and administrative heads, or by any employee of State agencies of higher education except for official business as approved by the appropriate governing board. Official business shall include the formal presentation of original researches by an employee, if before a national, international, regional, or state learned society, and if the travel for such purpose has been approved in advance.

For the purpose of either in-state or out-of-state travel, however, the respective governing boards may delegate their authority to authorize and approve official travel reimbursements from appropriations made in this Act, to presidents, chief executive heads, vice presidents or deans heading State systems or particular agencies of higher education, or to fiscal officers of such systems or agencies; provided that such delegations of authority shall specify the kind or nature of official travel to be approved and the termination date of such delegated authority, that such delegations are entered in the official minutes of the governing board and that a copy of such delegations is filed with the Comptroller.

Sec. 15. EXCEPTIONS TO THE PER DIEM AND TRAVEL ALLOWANCES.

a. Judicial officers authorized by law and executive heads of State agencies, including the Executive Director of the Legislative Council and Secretary of the Senate, shall be reimbursed for their actual meals, lodging and airport parking fees (exclusive of expenses related to personally owned automobiles and commercial transportation which shall be paid as provided under other sections of this article) when traveling on official business either in or out of the state. The employees of the International Development Division of the Texas Industrial Commission shall receive actual expenses when traveling on official business outside the continental United States.

TRAVEL REGULATIONS
(Continued)

b. Employees of the Governor's Office and employees of other State agencies designated by the Governor to represent him at governmental meetings or conferences when held out of the State shall receive actual meal, lodging, and incidental expenses. State officials and employees who travel to represent the Governor at governmental meetings or conferences may be reimbursed for their expenses out of appropriations made to the agencies by which they are employed.

c. Members of the Legislature who serve on any board, council, committee or commission shall receive actual expenses for meals, lodging, and incidental expenses when traveling on official business inside and outside the State. Claims for reimbursements of such expenses shall be presented on forms prescribed by the Comptroller.

When traveling on official business inside the State, such Members of the Legislature shall be reimbursed for mileage on the same basis as is provided in this Act for other State officials and employees; and it is further provided that the same mileage rate shall apply to necessary travel to points within the State other than the seat of government. For necessary travel on official business outside the State, such Members of the Legislature shall be reimbursed on the basis of the next lowest available airline rate below first class transportation except that such costs shall not include Federal taxes from which such officials are exempt, or at the same mileage rate as is prescribed above in this paragraph where a personally-owned automobile or airplane is used for such travel.

d. State employees, traveling with state officers, executives, or members of the Legislature excepted from regular per diem and travel allowances by the provisions of this section, may also be reimbursed for travel expenses while on official state business according to the provisions of this section.

Sec. 16. PRISON-PRODUCED GOODS. In order that all State agencies and institutions covered by this Act fully utilize funds herein appropriated, it is the intent of the Legislature that such agencies and institutions, shall purchase goods produced by the Texas Prison System when such goods are equal to or lower in price than goods of a comparable quality when purchased on the open market.

Sec. 17. PASSENGER AND OTHER VEHICULAR EQUIPMENT (EXCLUDING AIRCRAFT). a. Only the following agencies are authorized the use of appropriated funds for the purchase, operation, and maintenance of passenger cars and other vehicles designed for passenger transportation (excluding aircraft): Texas Youth Council, Adjutant General's Department, Department of Agriculture, Attorney General, Board of Control, Department of Corrections, Highway Department, Historical Commission, General Land Office, Parks and Wildlife Department, Railroad Commission, Department of Public Safety, Water Development Board, Water Quality Board, and Water Rights Commission.

For the purposes of the above limitation, the following vehicular equipment shall not be construed to be passenger cars and other vehicles designed for passenger transportation and may be purchased, operated, and maintained by an agency through appropriated funds: panel, pickup and delivery trucks and trucks required for the conveyance of special equipment; motorcycle delivery units; dual control automobiles used exclusively for driver training; passenger cars equipped with two-way radios, motorcycles, jeeps, and boats needed and used for fire prevention, fire fighting and other activities for safeguarding public safety, public property, or for criminal law enforcement; ambulances or other passenger vehicles specifically equipped and regularly used for ambulance services; buses, sedans and station wagons regularly used for

TRAVEL REGULATIONS
(Continued)

the mass transportation of numbers of people and essential to the efficient management of the operating agency of the state.

b. Passenger cars which have a wheelbase longer than 119 inches may be purchased only when the purchase would result in a lower unit cost.

Sec. 18. AIRCRAFT.

a. This subsection shall apply only to state-owned aircraft and shall be the only appropriation authority therefor.

(1) No purchase of aircraft shall be made from appropriated funds except as authorized in this section.

(2) Agencies authorized to expend appropriated funds for the maintenance and operation of state-owned aircraft or replacements authorized below are: Texas A&M University System, Department of Mental Health and Mental Retardation, Aeronautics Commission, Department of Agriculture, Department of Corrections, Governor's Office, General Land Office, Parks and Wildlife Department, Department of Public Safety, Comptroller of Public Accounts, Railroad Commission, and Department of Public Welfare.

(3) Expenditure of appropriated funds for replacement of the above aircraft with aircraft of comparable quality may be made contingent upon a finding of fact by the Governor that a report has been filed with his office showing:

(a) That the aircraft to be replaced has been destroyed or has deteriorated to an extent that continued operation presents a serious hazard and

(b) That other state-owned aircraft cannot be effectively utilized in lieu of a replacement aircraft.

(4) It is the intent of the Legislature that state-owned aircraft be utilized by all agencies of the state. To determine the extent to which this intent is being met, agencies operating state-owned aircraft shall file an annual report with the Legislative Budget Office detailing utilization by other agencies and the methods used to increase the utilization.

b. This subsection shall apply to expenditure of funds in connection with aircraft not owned by the state.

(1) The following agencies are authorized to expend appropriated funds for the long-term lease or rental of aircraft when the same will reduce the cost of transportation to the State of Texas: Department of Public Welfare, Attorney General, Comptroller of Public Accounts, University of Texas System, Railroad Commission, Department of Health Resources, Department of Agriculture, Department of Highways and Public Transportation, and Texas Tech University.

(2) The following agencies are authorized to expend funds for short-term lease or rental of aircraft when the same will reduce the cost of transportation to the State of Texas: All agencies named in a. (2) above when state-owned aircraft are being repaired, Texas Aeronautics Commission, Texas Youth Council, Central Education Agency, Water Quality Board, Air Control Board, Department of Public Safety, North Texas State University, Texas College of Osteopathic Medicine, Board of Regents Texas State University System, Coastal and Marine Council, House of Representatives and Senate.

TRAVEL REGULATIONS
(Continued)

(3) Other than mileage reimbursements provided for in this Act, no other state agency in Articles I through IV may expend appropriated funds for the lease or rental of aircraft.

OTHER PROVISIONS

Sec. 19. ACCEPTANCE OF GIFTS OF MONEY. All bequests and gifts of money to State agencies named in this Act are hereby appropriated to the agency designated by the grantor and for such purposes as the grantor may specify; provided, however, that all such bequests and gifts of moneys, except those to the Department of Mental Health and Mental Retardation and institutions under its jurisdiction received from private sources, and to agencies and institutions named in Article IV of this Act, shall be deposited into the State Treasury and shall be expended in accordance with the provisions of this Act.

Sec. 20. FEDERAL FUNDS. All funds received from the United States Government by state agencies and institutions named in this Act are hereby appropriated to such agencies for the purposes for which the federal grant, allocation, aid, payment or reimbursement was made subject to the following:

(1) Federal funds including unexpended balances shall be deposited to and expended from the specific program identified under each agency's appropriation bill pattern. However, if a new federal grant is received the agency may request that the Comptroller of Public Accounts establish a new appropriation item for deposit and expenditure of these funds.

(2) All agencies receiving federal funds shall utilize those funds to the maximum extent possible to reduce expenditures of state funds appropriated for use.

(3) Annual reports showing federal funds received and their intended usage shall be filed by the Governor's Budget and Planning Office with the presiding officers of both houses of the Legislature for referral to appropriate standing committees for review.

Agencies subject to the Position Classification Act of 1961 will make federal grant employment in accordance with the provisions of that Act in positions listed in Article V of this Act.

Sec. 21. PROHIEITION ON USE OF FEDERAL SHARED REVENUES AS MATCHING FUNDS. None of the funds appropriated from Federal Revenue Sharing Fund No. 448 in this Act shall be obligated, encumbered or expended in violation of Subsection (a) of Section 104 of Title I of Public Law 92-512, the State and Local Fiscal Assistance Act of 1972, as amended.

Sec. 22. ACQUISITION OF PROPERTY. In order to conserve the moneys appropriated by this Act, the Board of Control, and the governing boards of the State institutions of higher learning either acting directly or through the Board of Control or through any other State agency in behalf of their respective institutions, are hereby authorized to negotiate purchases of commodities and supplies of any kind or character whatsoever needed by any State agency with the duly authorized agencies of the Federal Government. However, any such commodities or supplies so purchased shall be obtained at a price not to exceed the prevailing market value thereof, and if there be no market value then at the real or intrinsic value.

OTHER PROVISIONS
(Continued)

It is further provided that only for the purposes of the expenditures authorized in the preceding paragraph, the Board of Control and the governing boards of the State institutions of higher learning may waive the requirement of bidder's bond and performance bonds, otherwise required, in negotiating such purchases with the duly authorized representatives of the Federal Government.

Except as specifically authorized to do so by existing statutes, none of the agencies for which appropriations are made in this Act shall accept the donation of real property or expend any of the moneys appropriated herein for the purchase of real property without the expressed permission and authorization of the Legislature. It is further provided that the institutions of higher education are specifically authorized to accept gifts or devises of real property from private sources for the establishment of scholarships, professorships, or other trusts for educational purposes, provided such property will not hereafter require appropriations by the Legislature for operation, maintenance, repair, or the construction of buildings.

Sec. 23. SURPLUS PROPERTY. Receipts to any agency of the State Government specified in this Act which are received from the sale of surplus property, equipment, livestock, commodities, or salvage pursuant to the provisions of Senate Bill No. 190, Chapter 414, Acts, Fifty-fifth Legislature, Regular Session, 1957, as amended, are hereby appropriated to such State agency for expenditure during the fiscal year in which such receipts are received. Receipts from such surplus and salvage sales are to be credited to the appropriation item from which like property, equipment, livestock, or commodities would be purchased.

Sec. 24. EXCESS OBLIGATIONS PROHIBITED. No department or agency specified in this Act shall incur an obligation in excess of the amounts appropriated to it for the respective objects or purposes named. In the event this provision is violated, the State Auditor shall certify the fact and the amount of over-obligation to the Comptroller, and the Comptroller shall deduct an amount or amounts equivalent to such over-obligation from the salary or other compensation due the responsible disbursing or requisitioning officer or employee, and apply on the payment of the obligation. This provision is specified pursuant to Section 10, Article XVI, of the Constitution of Texas.

Sec. 25. DEFINITION OF U.B. The words "unexpended balance" or the abbreviation "U.B." when used in this Act means the unobligated balance left in the appropriation, and includes only that part of the appropriation, if any, which has not been set apart by the incurring of an obligation or commitment or indebtedness by the State agency in charge of spending such appropriation.

Sec. 26. REIMBURSEMENTS AND PAYMENTS. Any reimbursements received by an agency of the State for authorized services rendered to any other agency of the State Government, and any payments to an agency of the State Government made in settlement of a claim for damages, are hereby appropriated to the agency of the State receiving such reimbursements and payments for use during the fiscal year in which they are received.

The reimbursements and payments received shall be credited by the Comptroller to the agency's current appropriation items or accounts from which the expenditures of like character were originally made, or in the case of damage settlements to the appropriation items or accounts from which repairs or replacements are made; provided, however, that any refund of less than Fifty Dollars (\$50) to an institution of higher education for postage, telephone service, returned books and materials, cylinder and container deposits, insurance premiums and like items, shall be deposited to the current fund account of the institution in the State Treasury and such funds are hereby reappropriated.

OTHER PROVISIONS
(Continued)

Sec. 27. REFUNDS OF DEPOSITS. Any money deposited into the State Treasury which is subject to refund as provided by law shall be refunded from the fund into which such money was deposited, and so much as is necessary for said refunds is hereby appropriated.

Sec. 28. DORMANT ACCOUNTS. As provided in Article 4344a, V.C.S., the State Comptroller shall, with the consent of the State Auditor and the State Treasurer, transfer the balances in any dormant account to the General Revenue Fund.

Sec. 29. SALES OF LISTS. The proceeds of all sales of lists which are prepared by State agencies for which appropriations are made in this Act shall be deposited to the credit of the appropriation item out of which the costs of preparation are made.

Sec. 30. AUDITS. None of the appropriations herein made shall be used to employ any firm or person to audit the books of any department, board, commission, institution or State agency, this being the duty of the State Auditor; provided, however, that in any instances where the funds available to said State Auditor are not, in his judgment, sufficient for any requested or contemplated audit, the department head or heads having authority to disburse the appropriations herein made are hereby authorized to direct the State Comptroller to transfer from any appropriations to the appropriation herein made for the State Auditor the amount which in the judgment of the State Auditor is necessary for the purpose of making such audit.

Any amount so transferred to the State Auditor shall be used by him for the actual costs of the specified audit, and any balances of such funds remaining at the end of any fiscal year are hereby appropriated to the State Auditor for the purpose of completing the audit or audits for which the funds were transferred. On the completion of any such audits any excess funds remaining shall be transferred by the State Auditor back to the department, board, commission, institution or agency from which transferred.

The provisions of this section notwithstanding, supplemental audits of funds received from the United States Government by agencies of the State named in this Act, which are required as a condition of the receipt of such funds, may be made in addition to the auditing performed by the State Auditor when funds for such purpose are provided by the Federal grant, allocation, aid or payment.

Notwithstanding other provisions of this Act, any state agency providing grants or operating funds for governmental programs to local governmental units, private corporations, or other organizations other than a state agency or department, may require, as a condition to granting or providing such funds, that the receiving entity have a yearly independent audit performed and transmitted to the state agency. If sufficient personnel are available, the state agency may have its internal audit staff make a yearly inspection visit to the local entity. The state agency shall take action on exceptions noted in the independent audits and provide documentation of that action upon request to the State Auditor, Legislative Budget Board and the Governor's Office. Notice of such action shall be given at the board meeting of the state agency and shall be announced on the agenda of that meeting.

OTHER PROVISIONS
(Continued)

Sec. 31. MOVING EXPENSES. Departments and agencies in Articles I through IV are authorized to pay costs of transporting and delivering only in State-owned equipment the household goods and effects of employees transferred by the named departments from one permanent station to another, when in the judgment of the department, the best interest of the State will be served by such transfer.

It is further provided that in the event State-owned equipment is not available, and to avoid imposing the hardship of an employee working in one location while his family and personal belongings are located elsewhere, the above authority may be extended to include the use of a commercial transportation company or self service vehicles for the moving of the employees' household goods and other personal effects. Such State agencies may not utilize State funds for such purposes except upon presentation by the officer or employee of a bona fide receipt of payment for services rendered from a commercial transportation company or charges of a self-service rental company.

State agencies using funds appropriated in this Act to move the household goods or personal effects of officials or employees transferred by official order to new permanent duty stations at State expense, shall file a report of such moves with the Legislative Budget Board by November 1 of the fiscal year. Such report is to cover the preceding fiscal year and include the number of such official transfers made, the employees' names and position titles, distances involved, and the detail of all expenditures for such transfers. It is specifically provided that the authority granted by this section shall not extend to new employees.

Sec. 32. INTERPRETATION OF ESTIMATES. In the event the amounts of Federal funds, local funds, or funds other than appropriations from the General Revenue Fund, have been estimated in this Act in sums greater than are actually received by the respective agencies of the State, this Act shall not be construed as appropriating additional funds from General Revenue to make up such differences. Wherever the language of this Act appropriates all receipts and balances from a specified source but uses an estimated amount to inform the Legislature and the public, the estimated figure is not to be construed as a limitation on the amount appropriated.

Sec. 33. VENDING MACHINES AUTHORIZED. Except in those areas which are now served by vendors operating under supervision of the Blind Commission, vending machines may be placed on State-owned property or in State-owned buildings only with the approval of the governing boards or commissions and such approval shall be recorded in the minutes of the body. A copy of the contract shall be filed with the State Board of Control showing the location within the agency and the terms of the contract. Proceeds, net revenues, rentals or commissions received shall be accounted for as State revenue and the amount so collected is hereby appropriated to the institution, board, commission or agency for use as directed by the board or commission authorizing the installation. Vending machines located in areas or buildings now being serviced by vendors under the supervision of the Blind Commission must be operated under a joint contract with the machine owners and the vendors operating under the supervision of the Blind Commission.

Sec. 34. PAY STATION TELEPHONES AUTHORIZED. Pay station telephones may be located in the Capitol area only with the approval of the State Board of Control and the net proceeds of such installations shall be collected and deposited to General Revenue by the State Board of Control. In other areas pay telephones may be located in State-owned buildings or on State-owned land only with the approval of the governing board or commission and the net proceeds shall be collected and accounted for as State revenue and the amount so collected is hereby appropriated for use by the agency as determined by the governing board or commission.

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(Continued)

Sec. 35. RESTRICTION ON EXECUTIVE TYPEWRITERS. None of the moneys appropriated herein may be expended for the purchase or rental of executive and/or proportional spacing typewriters, unless the head of the department makes an affidavit attached to the requisition for the purchase that the use of such typewriter shall be more economical than purchasing printed matter and such typewriter shall be in continuous use for at least six (6) hours a day.

Sec. 36. MESSENGER SERVICE. The Board of Control shall operate messenger service for the purpose of handling written communications (unstamped) between State agencies located in Austin. All State agencies within the Capitol Complex Area shall utilize this service. Other State agencies shall avail themselves of this service to the maximum extent feasible. State warrants may be included upon agreement between the State Comptroller, the Board of Control and the Agency concerned. Stamped mail may be delivered to and from the United States Post Office located in the Finance Building upon agreement of the State agency and the Board of Control.

Sec. 37. CENTRAL SUPPLY STORE AND REVOLVING FUND. The legislative intent in establishing a Central Supply Store to serve State agencies is to obtain maximum efficiency and economy of operations and convenience to State agencies. To this end, the Three Hundred Fifty Thousand Dollars (\$350,000) revolving fund established in item fourteen (14) Board of Control appropriation, Senate Bill No. 11, as amended, Acts of the Sixty-second Legislature, is reappropriated herein. Transfer of agency funds to reimburse this revolving fund for purchases made by the using agency shall be accomplished by the most efficient and expeditious procedure possible including the elimination of warrant issuance when feasible.

Sec. 38. COMPUTER AND COMPUTER RELATED EQUIPMENT AND SERVICES.

(a) Expenditure of Funds - Except in the instance of computer equipment dedicated solely to controlling or regulating scientific system processes or recording or reducing scientific data developed in instrumented systems and software systems especially designed for use with this type of computer equipment, funds appropriated in this Act and budgeted by agencies and departments in Articles I through IV for the acquisition of computer and computer-related equipment or services, including software program products and the employment on a fee basis of any private firm or person acting in the capacity of data processing consultants or supplying computer support services for any executive department or agency shall be expended only after a determination by the Governor, in accordance with provisions of House Bill No. 50, Acts of the Sixty-second Legislature, Fourth Called Session, that the following facts have occurred:

(1) That the assistance of the Systems Division of the State Auditor's Office has been sought to fully investigate and document the need for the proposed expenditure and the possible utilization of already existing capabilities within the state.

(2) That a detailed report has been prepared and has been transmitted to the Board of Control outlining the conditions requiring the additional resources and the steps taken to utilize like resources already existing within the agencies of the state.

(b) Review of Existing Computer Operations--The Systems Division of the State Auditor's Office shall on a regular basis review and evaluate the utilization of automatic data processing resources by the various agencies and departments of state government and upon conclusion of each review, report its findings and recommendations to the agencies involved and to the executive and legislative budget offices and the Board of Control.

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(Continued)

(c) Coordination of Planning and Acquisition of Computer Equipment-- As a part of the request for legislative appropriations each state agency and department shall report its projected automatic data processing requirements and the suggested approaches for acquisition of the necessary equipment and support services to meet those requirements to the Systems Division and the Board of Control who shall in turn develop and report to the budget authorities their recommendations for coordinating the utilization of existing resources between agencies and departments and for the transfer or acquisition of the necessary resources to meet the projected needs in the most efficient and orderly manner.

Sec. 39. EMBOSSED OR ENGRAVED PRINTING. None of the moneys appropriated under this Act shall be used for the purchase of embossed or engraved printing and stationery, except for the offices of the Governor, Lieutenant Governor, Speaker of the House, for Members of the Legislature, Attorney General, Secretary of State, Comptroller of Public Accounts, and for degrees or diplomas awarded by agencies of higher education.

Sec. 40. PURCHASES OF POSTAGE. None of the moneys appropriated in this Act shall be expended for postage stamps or post office box rent except on vouchers made payable to a United States Post Office, and the warrant or check shall be endorsed by the Postmaster from whom the purchase is made; provided, however, this restriction shall not apply in any reimbursement authorized under Section 26 of this Article.

If the expenditures for postage by any agency, other than the Legislature or an agency of higher education, exceed Four Thousand Dollars (\$4,000) for the fiscal year, such agency shall install a postage meter machine and have all purchases of postage recorded on that postage meter machine, excepting purchases of stamps for field offices or traveling employees. The installation cost and rental of the postage meter machine shall be paid from appropriations in this Act which include general operating, current and recurring operating expense, other operating, maintenance, miscellaneous, or contingent expenses.

All sums received by an agency, in refund of postage used by the agency shall be deposited in the fund to the credit of the appropriation from which postage for said agency is paid and are hereby reappropriated for postage use.

Sec. 41. COURT REPRESENTATION OF THE STATE. Except as otherwise provided by the Constitution or general or special statutes, the Attorney General shall have the primary duty of representing the State of Texas in the trial of civil cases, and none of the funds appropriated in this Act may be expended by any agency of the State Government to initiate a law suit or defend itself against any legal action unless such agency is represented in that particular action by the Attorney General or a member of his staff. Where the Attorney General, District Attorney, Criminal District Attorney, County Attorney, or other lawyer is required by constitutional or statutory provision to represent a State agency, State official, State board or State department, no compensation shall be paid from any appropriation made in this Act to any other attorney for representing the State of Texas in the trial of a civil law suit except in those cases where the Attorney General, District Attorney, Criminal District Attorney, County Attorney or other lawyer, as the case may be, has requested that the attorney or attorneys employed by the particular State agency, State official, State department or State board, assist with the trial of the particular law suit. This provision shall not, however, restrict a State agency, State official, State department or State board in the investigation and assembling of evidence in connection with a pending or prospective civil suit. Further, this provision shall not prohibit the foregoing State officials, State

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(Continued)

agencies, State boards or State departments and their employees from investigating, filing or presenting a claim, owing to the State of Texas, when such claim is filed with or presented to an individual, association, corporation, guardian, administrator, executor, receiver, trustee, legal representative, or probate court.

This provision was not intended and shall not restrict the Attorney General from employing special assistants to assist in the trial of civil suits to be paid from the appropriations therefor made to the Attorney General's Office.

Sec. 42. OUTSIDE LEGAL COUNSEL. Prior to expenditure of funds for retaining outside legal counsel, agencies and departments covered by this Act shall request the Attorney General to perform such services. If the Attorney General cannot provide such services, he shall so certify to the requesting agency who may then utilize appropriated funds to retain outside counsel.

Sec. 43. ARCHITECTURAL FEES. Architectural fees paid from funds appropriated in this Act shall be governed by the following schedule and provisions:

a. The schedule of basic fees to be paid an architect or architects for all professional services as set out below, based on the total cost of the work, shall not exceed:

<u>Construction</u> <u>Cost of Project</u>	<u>Dormitories,</u> <u>Garages, and</u> <u>Warehouses</u>	<u>Classroom,</u> <u>Office and</u> <u>Other Bldgs.</u>	<u>Health, Research,</u> <u>Special Education</u> <u>Facilities</u>
Over \$1,000,000	6.5%	7%	7 1/2%
Up to \$200,000	7 1/2%	8%	8 1/2%

For construction costs between tabular limits, the fee shall be determined by direct interpolation.

Basic fee for remodeling and alterations shall be one-third greater than scheduled above. Alterations and remodeling is defined as any change, architectural, structural, mechanical or electrical, made to an existing structure and includes portions of that structure changed as a result of additions or extensions to a structure.

b. When one building design is used in two or more locations within the same project, the fees to be paid shall be:

1. For the first building of such design, a basic fee calculated according to the schedule above.

2. For the second and subsequent buildings utilizing such design, the basic fee shall be reduced 35%. Such fee shall include changes required by site conditions including foundation redesign; partition changes; mechanical and electrical changes; necessary program changes; other architectural services normal under such circumstances; and inspection of the construction.

c. Architectural fees shall include:

1. The necessary conferences, and the preparation of preliminary studies and final designs.

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(Continued)

2. The production of complete architectural, mechanical and structural drawings and specifications including their proper correlation.

3. Construction contract administration and all other normal architectural services.

4. Payment of all fees to Consulting Engineers and Landscape Architects for their services in connection with the building design and construction when employed by the Architect.

d. The architect shall inspect the construction of the work to such an extent as may be necessary to ascertain whether the work is being executed in conformity with his working drawings or specifications or directions; make recommendations on materials and equipment; check and report on contractor's proposals in connection with changes in the contract; and approve certificates of payment. When continuous field supervision or a clerk of the works is deemed necessary by the State, the cost of such supervisory personnel shall be borne by the State in addition to the basic fee.

e. The maximum fee specified shall include the cost of all professional services rendered by an architect or architects, and the aggregate contract price for services rendered by a consulting architect and an associate architect shall never exceed the applicable fee limitation except as set forth in Subsection "d" hereof.

f. The State will furnish the architect a limited consulting service consisting of a complete survey, soil analysis, and a program of the work outlining in detail the space requirements, their general relationships and the standards of types of construction.

Sec. 44. MINUTES OF BOARD MEETINGS. a. The appropriations made in this Act are contingent upon adherence to the following procedure: in order that the Governor and the Legislature may be more adequately informed about the disposition and use of appropriations authorized from all funds, the governing bodies of the institutions, schools, and agencies of the executive branch of the government shall, cause to be filed with the Governor or the Legislative Budget Board, immediately upon transcription, certified copies of the minutes of board meetings. Any changes or subsequent corrections of minutes filed with the Governor and the Legislative Budget Board shall be similarly filed.

b. In addition, the appropriations to the agencies and systems of higher education in this Act are made contingent upon the filing, by said agencies and systems, of additional copies of minutes of board meetings and copies of budget requests with the Legislative Reference Librarian in the same manner as prescribed in the paragraph immediately above.

Sec. 45. POLICE ACADEMY. None of the funds appropriated by this Act may be expended for creation of an additional police training academy except as specifically appropriated for in this Act.

Sec. 46. RECORDING EQUIPMENT. None of the funds herein appropriated may be used for the purchase, rental or contractual agreement for any type of electronic, mechanical or other interception devices used for the purpose of overhearing or recording oral conversation made in private or conversation made by wire.

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(Continued)

Sec. 47. CENTRALIZED TELEPHONE SERVICE. This section shall apply to State departments and agencies in the Capitol complex area of Austin, Texas, which were utilizing the centralized telephone service commonly known as the "Centrex System" on March 1, 1965, and to any State agencies which thereafter elect to subscribe to such service.

Upon certification by the Board of Control as to the pro rata share of local service charges assessed to each such agency based upon equipment in use, plus long distance tolls and installation charges directly incurred by the respective State agencies, the Comptroller shall transfer from appropriations to the affected state agencies, into a special operating fund within the Board of Control, the amounts so derived. For the biennium ending August 31, 1979, all income to the aforementioned operating fund is appropriated to the Board of Control for the payment of telephone services only.

Sec. 48. TELECOMMUNICATIONS SYSTEMS. The Board of Control may develop, operate and administer a consolidated or joint-use telecommunication system and in connection therewith establish a system or systems of equitable billings and charges for services provided. At the Board's request the Comptroller of Public Accounts shall establish in the State Treasury a revolving account for the administration of this telecommunication system. The account shall be used as a depository for funds received from state agencies and political subdivisions for services rendered in the joint-use telecommunication system and as a source of funds to purchase, lease, or otherwise acquire services, supplies, and equipment, and to pay salaries, wages, and other costs directly attributable to the provisions and operations of the system. In order to provide an adequate cash flow, using state agencies, and other entities, upon proper notification from the Board, shall make monthly payments into the telecommunication revolving fund account from appropriated or other available funds. The Board of Control shall conduct an annual study of the use of the system to determine its cost effectiveness.

Sec. 49. UNLISTED TELEPHONE NUMBERS PROHIBITED. None of the funds appropriated by this Act shall be expended by any State agency, official or employee thereof, for the payment of rental or toll charges on telephones for which numbers are not listed or available from "Information Operators" at telephone exchanges. This Section shall not prohibit unlisted telephone numbers used in narcotic undercover operations.

Sec. 50. RENOVATION OF CAPITOL BUILDING. It is specifically provided that prior to the expenditure of any funds which may be appropriated for Capitol renovation, such proposed expenditures shall be approved in advance, in writing, by the Lieutenant Governor and the Speaker of the House of Representatives.

Sec. 51. INTERPRETATION OF LEGISLATIVE INTENT. It is the intent of the Legislature that funds appropriated in this Act be expended, as nearly as practicable, for the purposes for which they were appropriated. In the event departments and agencies cannot determine legislative purpose from the pattern of appropriations they shall seek to determine that purpose from the proceedings of the legislative committees responsible for proposing appropriations for the State of Texas.

It is further provided that the Comptroller shall not refuse to pass for payment a legal claim, factually justified, for which a valid appropriation has been made.

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(Continued)

Sec. 52. BUDGETING AND REPORTING. As a limitation and restriction upon appropriations made by this Act, all agencies covered under Article I through Article IV shall expend funds only if there is compliance with the following provisions:

a. On or before November 1 of each fiscal year, an itemized budget covering the operation of that fiscal year shall be filed with the Governor's Budget and Planning Office and the Legislative Budget Office in the format prescribed jointly by both offices.

b. All subsequent amendments to the original budget shall be filed with the Budget and Planning Office in the Office of the Governor and the Legislative Budget Board within thirty (30) days of approval of such amendments unless such reporting requirement is waived.

c. The itemized budget funded out of the Federal Revenue Sharing Trust Fund No. 448 will be reported for each month of the ensuing fiscal year showing the anticipated cash requirement and the amount of cash requirement to be deferred to the next fiscal year. One copy of this report and any amendments thereto shall be filed with the State Comptroller.

d. Those agencies given authority in this Act to transfer among sub-items within a program item shall file quarterly reports with the Legislative Budget Office and the Governor's Budget Office detailing such transfers and the necessity for making such transfers.

e. Each agency shall file an annual report under guidelines developed by the Legislative Budget Board and Governor's Budget Office showing performance and workload measures for each line-item program or activity for the fiscal year. The report shall also contain a comparison to estimated performance and workload measures forecast in the budget request, and explanations for any major variance by measure.

Sec. 53. ANNUAL REPORTS AND INVENTORIES. None of the moneys appropriated in this Act in Articles I, II, III, and to the Central Education Agency; the Special Schools under the State Board of Education; the Coordinating Board, Texas College and University System; the Teacher Retirement System; the Board of Regents, Texas State University System, Central Office; and the Natural Fibers and Food Protein Commission in Article IV of this Act, may be expended after a period of one hundred (100) days following the close of the fiscal year, unless there has been filed with the Governor, the State Auditor, and the Legislative Budget Board an annual report as of August 31 of the preceding fiscal year by the executive head of each department or agency specified in this Act, showing the use of appropriated funds. The annual report shall include the following:

a. An annual financial report including a statement of assets, liabilities and fund balances and showing the true condition of all funds and accounts balances for which the department or agency head is responsible, and reflecting the actual cash on hand and on deposit in banks and in the State Treasury accounts, and moneys due the department or agency from all sources; values of consumable supplies and postage; values of inventories of movable equipment and other fixed assets; investments of bonds, notes, and other securities owned by any special funds under the jurisdiction of the department or agency; all other assets; and all sums of which the department or agency is liable for services rendered or goods received; and all outstanding commitments. The report shall also contain summaries by sources of all revenues collected or accruing to the State through the department or agency for the fiscal year immediately preceding; and a summary of appropriations, expenditures, bona fide encumbrances and all other disbursements of the department or agency for the fiscal year. The State Auditor is to approve all reports as to form and content.

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(Continued)

b. A list of all bonded employees showing name, title, and amount of surety bond, together with the name of the surety company.

c. An analysis of space occupied by the department or agency showing the number of square feet rented and the number of square feet occupied in State-owned buildings; giving the location of such space by building name or address and the number of square feet devoted to office, warehouse or other designated uses, indicating the cost per square foot, cost per month, annual cost and lessor of all rented space, and such other information as may be of assistance in describing the space utilized by each State department or agency.

d. An itemized statement of all professional and/or consulting fees paid out of appropriations made in this Act. The statement shall include the name of each person, partnership, corporation or other business entity receiving such fees and for what purposes the fees were paid.

e. A summary of the use made of state owned aircraft or aircraft operated under long term lease or rental. The summary shall include aircraft description, date purchased or leased, cost, hours flown, number of flights and destination, number and names of passengers and the official business purpose of each flight.

It is further provided that the State Auditor is to certify to the Comptroller of Public Accounts any and all departments which have not filed the required annual report within the specified time, and the Comptroller of Public Accounts is to withhold any salary warrants or expense reimbursement warrants to the heads or any employees of such departments or agencies as are on this certified list until such time as the State Auditor shall notify the Comptroller that such delinquent reports have been filed. The words "heads of departments or agencies" as used in this Section shall mean the elected and appointed officials, members of commissions, boards, etc., and the chief administrative officer of such department, board, commission, bureau, office, or agency of the state for which appropriations are made in this Act.

Sec. 54. BOOKKEEPING ERRORS. Should clerical or bookkeeping errors result in any moneys being deposited into incorrect funds in or with the State Treasury or any moneys being cleared from a trust and suspense fund to other than the proper fund, such erroneously deposited or cleared moneys may be transferred to the correct fund or trust and suspense account within the State Treasury upon request of the administering department with the concurrence of the State Comptroller, and so much as is necessary for said transfer is hereby appropriated.

Sec. 55. TORT CLAIMS ACT. None of the funds appropriated in this Act may be expended for the purpose of purchasing policies of insurance covering claims arising under the Texas Tort Claims Act.

Sec. 56. DISCRIMINATORY PRACTICES. None of the funds appropriated in this Act shall be expended by agencies which practice discrimination based on race, creed, sex or national origin. The State Attorney General shall be specifically responsible for the enforcement thereof upon the request of the Governor.

Sec. 57. REIMBURSEMENTS FOR BENEFITS PAID TO FORMER STATE EMPLOYEES. a. At the close of each calendar quarter, the Texas Employment Commission shall prepare a statement reflecting the amount of unemployment benefits paid to all former State employees based on wages earned from State employment and present it to the Comptroller of Public Accounts, who is hereby directed to pay by warrant out of funds appropriated from the General Revenue Fund such amount to the Unemployment Compensation Benefit Account to reimburse it for such payments.

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(Continued)

The heads of State agencies, institutions, departments, commissions, boards, divisions, or other units of State government are directed to determine the proportionate amount of the reimbursement or payment due from funds other than General Revenue Funds and to present the Comptroller of Public Accounts a purchase voucher requesting reimbursement from such funds to General Revenue, and shall reimburse the General Revenue Fund with a check for funds not in the State Treasury. Such transfers and payments as are authorized under law shall be made periodically to the Comptroller of Public Accounts after receipt of the Texas Employment Commission's statement of unemployment compensation benefits paid to former employees of the State.

b. An agency, institution, department, commission, board, division, or other unit of State government is authorized to allocate funds to a revolving account created on its books to receive contributions from funds other than General Revenue based on a percentage-of-payroll assessment to be determined by such unit of government for the purpose of reimbursing the General Revenue Fund for unemployment benefits paid.

Sec. 58. DISTRIBUTION OF REPORTS. No unit of government covered under Articles I through IV of this Act shall expend funds for the purpose of distributing reports, pamphlets or other printed matter to members of the Legislature and other State officials unless they have complied with the following provisions:

a. Agencies designated above shall deposit copies of all printed matter prepared for distribution with the Legislative Reference Library.

b. Agencies desiring to make distribution to members of the Legislature and other State officials shall send notification that the material is on file and upon request of the person notified shall mail the number of copies requested.

Provided that these restrictions shall not prevent the mailing of reports required by general law.

Sec. 59. It is specifically provided that all state agencies, boards, commissions, departments and other governmental units using funds appropriated in this Act may not expend during the last quarter of any fiscal year more than one-third of the funds appropriated for that fiscal year. Specifically exempted from these provisions are expenditures contracted for in previous quarters; funds required by statute, rule or regulation to be expended on a different time frame; seasonal employment of personnel; construction contracts; contracts dealing with purchases of food, medicines or drugs; personnel connected with the phase-in of schools for the mentally retarded; expenditures related to the Crippled Childrens program operated by the Department of Health Resources; and expenditures occasioned by disaster or other Act of God; none of the funds exempted from this Section may be considered in the computation of the total funds appropriated in any fiscal year referred to in this Section.

Sec. 60. PUBLICATION AND SALE OF PRINTED MATTER OR RECORDS. Any moneys appropriated by this Act within the discretion of the head of each department or agency may be used for the publication and distribution of any notice, pamphlet, booklet, rules, regulations, or other matters of public interest, including agency records, the subject matter of which is directly related to the statutory responsibilities of the respective department or agency.

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Any moneys received and collected from any charges specifically authorized by statute for such publications or records are hereby appropriated to the respective department or agency issuing the publications, for use during the biennium in which the receipts are collected. The State Comptroller is to credit such receipts to the like appropriation item or items from which the printing costs are paid.

Sec. 61. STATE-OWNED PHOTOSTAT MACHINES. None of the moneys appropriated herein may be expended for operating State-owned photostat machines, or for using State-owned photostat supplies, for private purposes. Official instruments and documents shall not be photostated except upon signed order from the heads of departments and agencies, or from an employee designated in writing by the heads of departments and agencies, and such designations shall be filed with the Board of Control.

The Board of Control shall furnish requisition forms containing such provisions as the Board deems necessary to protect public funds and the public interest, which forms shall be prepared and used by the several departments and agencies in ordering photostatic copies to be made. Operators of such machines shall make no copies except upon presentation of a signed requisition, and said requisition shall be filed and an annual report made to the Board of Control showing the number of copies made for each department or agency and the name of the department or agency having supervision of the photostat machine.

Departments and agencies having such machines will also do photostatic work for such other State departments and agencies as are designated by the Board of Control.

Sec. 62. None of the money appropriated by this Act may be transferred from one agency or department to another agency or department, or from one appropriations item or program to another appropriation item or program, unless such transfer is specifically authorized by this Act.

Sec. 63. Any agency head who initiates, makes, or approves, or is responsible for expenditure under this Act who is found to have acted with a total lack of fiscal responsibility and or who has been grossly negligent in connection with said expenditure shall be subject to reprimand or recommended dismissal by the Legislature.

Sec. 64. All agencies, departments and institutions covered by this Act shall ascertain that the standards and specifications for new construction, repair and rehabilitation of existing structures and facilities are in accordance with Article 678(g), Vernon's Annotated Texas Statutes. A statement shall be filed with the Comptroller of Public Accounts to show compliance with this Section.

Sec. 65. So that citizens may be informed of governmental services by their elected representatives, it is legislative intent that any agency implementing a new program with funds appropriated in this Act shall give at least thirty (30) days prior notice of this fact to the State Representative in whose district the program is to be initiated.

Sec. 66. No funds appropriated in this Act shall be expended in the preparation and distribution of any publication except for Texas Highways, Texas Parks and Wildlife Magazine, Department of Agriculture publications, Commission on Alcoholism publications and Railroad Commission publications whose cost is not totally reimbursed through revenue attributable to its publication or sale if the content or format of the publication is: (1) intended for use by the general public; (2) gener-

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ally informational, promotional, or educational; and (3) not essential to the achievement of the primary objective(s) of the agency or institution. Publications specifically exempted from this prohibition are the following: (1) annual reports and other materials that are required by statute and whose content deals only with topics set forth in the law; (2) compilations of law, rules, or regulations; and (3) newsletters.

Sec. 67. During the biennium beginning September 1, 1977, the Comptroller of Public Accounts is directed to determine and transfer to the General Revenue Fund out of special funds in the State Treasury an amount equal to payments made by the Comptroller during fiscal year 1976 and 1977 for the purposes of H.B. 605, Sixty-fourth Legislature, Regular Session, 1975, which were attributable to the various special funds. The estimated amount of these payments is \$500,000.00.

Sec. 68. All funds appropriated in this Act for utilities shall be used for this purpose and no other. In order to insure the occurrence of this restriction, the Comptroller shall require agencies expending funds for this purpose to segregate amounts required and to stipulate the source of funding for such amounts. This information shall be compiled by the Comptroller along with expenditures from the various sources of funding and transmitted to the Legislative Budget Board and Governor's Budget and Planning Office after the close of each fiscal year.

Sec. 69. All increases provided in this Act for travel, per diem and group insurance premiums are made contingent upon the passage of Senate Bill No. 1310, Acts of the Sixty-fifth Legislature.

Sec. 70. None of the funds appropriated by this Act may be expended for payment of any judgment obtained against the State of Texas or any state agency, except where it is specifically provided in an item or items of appropriation that the funds thereby appropriated may be used for the payment of such judgments. Provided, however, that notwithstanding any other provisions of this Act, funds appropriated by this Act may be expended for payment of judgments entered in causes of action arising under the Texas Tort Claims Act, Article 6252-19 of Vernon's Civil Statutes or Article 6252-26 of Vernon's Civil Statutes, as amended by Senate Bill No. 37, Acts of the Sixty-fifth Legislature, 1977.

Sec. 71. No agency may expend any funds appropriated by this Act for research projects of any type until the agency has adopted and filed with the Legislative Budget Board a policy which clearly establishes and protects the property rights of the state with regard to any patentable product, process, or idea that might result from such research.